

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, SEPTEMBER 9, 2013**

WORKSESSION – 6:00 p.m.

1. The Board reviewed the 2010 – 2014 Strategic Plan in preparation of the special work sessions scheduled for October 2nd and October 7th with Ottawa County Administrator Al Vanderberg to formulate a business plan. Cargo also distributed the “Core Values” that were developed by staff.
2. Cargo provided a brief overview of the July 15th DPW vehicle accident that damaged a condominium unit and air conditioning unit.
3. Proksa provided an overview of the DiSC and Dunham Assessments. The Board instructed staff to go ahead with setting up the DiSC assessment.

REGULAR MEETING

I. CALL TO ORDER

Supervisor French called the regular meeting of the Grand Haven Charter Township Board to order at 7:03 p.m.

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

Board members absent:

Also present were Manager Cargo and HR Director Proksa and Public Services Director VerBerkmoes.

IV. APPROVAL OF MEETING AGENDA

Motion by Supervisor French and supported by Trustee Meeusen to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve August 26, 2013 Board Minutes
2. Approve Payment of Invoices in the amount of \$315,143.01 (*A/P checks of \$220,153.68 and payroll of \$94,989.33*)
3. Approve quote from Racquet Sports in the amount of \$8,975 to repair the surface of the Mercury Park in-line skate rink.

Motion by Trustee Larsen and supported by Trustee Behm to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PRESENTATION

Joy Gaasch and David Miller provided a brief update/overview of Chamber of Commerce activities and the proposed economic development.

VII. OLD BUSINESS

1. **Motion** by Trustee Larsen and supported by Supervisor French to authorize the Township Supervisor and Clerk to execute the proposed three-year economic development service contract with the Chamber of Commerce. **Which motion carried, as indicated by the following roll call vote:**

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

Nays: None.

Absent: None.

2. **Motion** by Treasurer Kieft and supported by Trustee Behm to approve Resolution 13-09-01 amending Section 2.4 “Applications” of the Personnel Policies and Procedures Manual. **Which motion carried, as indicated by the following roll call vote:**

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

Nays: None.

Absent: None.

3. **Motion** by Trustee Larsen and supported by Clerk Buitenhuis to approve Resolution 13-09-02 amending Section 2.11b “Confidentiality of Personnel Files” of the Personnel Policies and Procedures Manual. **Which motion carried, as indicated by the following roll call vote:**

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

Nays: None.

Absent: None.

VIII. NEW BUSINESS

1. **Motion** by Treasurer Kieft supported by Trustee Larsen to postpone further consideration of the proposed ordinance to regulate the speed and wake of certain large watercraft in an area of the Grand River pursuant to a special local watercraft control proposed in an August 28, 2013 letter from the Michigan Department of Natural Resources until the September 23, 2013 Board meeting. This is the first reading. **Which motion carried.**

2. **Motion** by Supervisor French supported by Trustee Meeusen to approve the 2014 detailed budget assumptions and policies as delineated by the Superintendent within the September 4, 2013 memorandum and to instruct the Superintendent to proceed with completion of a 2014 Fiscal Year budget for Board review and consideration pursuant to state law and the proposed schedule. **Which motion carried.**

It was noted the budget assumptions and policies are only guidelines, subject to change as desired by the Board.

3. **Motion** by Trustee Larsen supported by Trustee Hutchins to authorize the Township Supervisor and Clerk to execute the proposed Sixth Amendment to the Restated Sewer Authority Contract. **Which motion carried.**
4. **Motion** by Treasurer Kieft supported by Supervisor French to authorize the Township Superintendent to execute an agreement with Accurate Excavators, LLC of Muskegon, Michigan in the amount of \$16,905 to complete the 152nd Avenue road end access improvements. **Which motion carried.**

IX. REPORTS AND CORRESPONDENCE

1. Correspondence was reviewed
2. Committee Reports
3. Manager's Report
4. Others

X. ADJOURNMENT

Motion by Clerk Buitenhuis and seconded by Trustee Larsen to adjourn the meeting at 8:27 p.m. **Which motion carried.**

Respectfully Submitted,

Sue Buitenhuis
Grand Haven Charter Township Clerk

Karl French
Grand Haven Charter Township Supervisor