

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, FEBRUARY 25, 2019**

WORK SESSION – 6:00 P.M.

1. 2019 Pathway Construction – Route Decision
2. Preliminary Draft of Strategic Plan Update

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve February 11, 2019 Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$512,097.89 (*A/P checks of \$366,743.52 and payroll of \$145,354.37*)
 3. Approve Dust Palliative Treatment Agreement – Michigan Chloride Sales
 4. Approve “Request for Proposal” for Mid-Block Crosswalk Study & Engineering
 5. Approve Hire of Part-time Firefighter (*Brad Follis*)
 6. Approve Written Appeals to BOR by Resident Taxpayers
- VI. PUBLIC HEARING – Warner Street West SAD – Prime and Double Chip
- VII. OLD BUSINESS
 1. Resolution 19-02-02 – Warner Street West SAD – Second Resolution
 2. Resolution 19-02-03 – Warner Street West SAD – Third Resolution
- VIII. NEW BUSINESS
 1. First Reading – Consumer Fire Works Ordinance Amendment
 2. Resolution 19-02-04 – Warner Street East SAD – First Resolution
- IX. REPORTS AND CORRESPONDENCE
 1. Committee Reports
 2. Manager’s Report
 - a. January DPW Report
 - b. December Legal Review
 3. Others
- X. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY
(*LIMITED TO THREE MINUTES, PLEASE.*)
- XI. ADJOURNMENT

NOTE: The public will be given an opportunity to comment on any agenda item when the item is brought up for discussion. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, FEBRUARY 11, 2019**

WORK SESSION – 6:00 P.M.

1. **Motion** by Trustee Redick supported by Trustee Gignac to enter closed session at 6:00 p.m. session to discuss matters exempt from disclosure pursuant to the Freedom of Information Act, specifically a written opinion from the Township Attorneys regarding the tax exemption application from Health Pointe. **Which motion carried**, pursuant to the following roll call vote:

Ayes: Behm, Kieft, Redick, Larsen, Reenders

Nays:

Absent: Meeusen, Larsen

Larsen entered the meeting at 6:18 p.m.

Motion by Trustee Redick, supported by Trustee Behm to exit the closed session at 6:51 p.m. **Which motion carried.**

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, Redick, Larsen, Kieft, Behm, Gignac

Board members absent: Meeusen

Also, present was Manager Cargo, Human Resource Director Dumbrell and Fire/Rescue Chief Gerencer.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve January 14, 2019 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$513,127.94 (*A/P checks of \$316,035.58 and payroll of \$197,092.36*)
3. Approve Hire of Part-time Firefighter (*Matthew Hall*)
4. Approve License Agreement - Sounds of Summer with WAWL
5. Approve Contract Extension for Electrical Inspector - Gord Bosch
6. Approve Contract Extension for Mechanical & Plumbing Inspector - Bob Modreske

7. Approve \$25,000 2019 Coastal Healthy Habitat, Waters and Communities Initiative Grant Agreement
8. Approve Sale of Surplus Fire/Rescue Radios to NOCH
9. Approve Sale of Surplus Semi-truck through Auction

Motion by Clerk Larsen and seconded by Trustee Redick to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PRESENTATION – Loutit Library – John Martin, Director; Caryn Lannon, Board member; Cathy Rusco, Board member presented the annual report and discussed activities at the library.

VII. OLD BUSINESS

1. **Motion** by Treasurer Kieft supported by Trustee Gignac to approve and adopt the amendment to the Sewer Rate Ordinance. This ordinance amendment implements a 59-cents per 1,000-gallon increase to pay for recently approved bonds being used to renovate the sewer plant and related lift stations. This is the second reading. **Which motion carried** pursuant to the following roll call vote:

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

Nays:

Absent: Meeusen

2. **Motion** by Clerk Larsen supported by Trustee Redick to approve and authorize the Clerk and Supervisor to execute the First Amended Articles of Incorporation for the Northwest Ottawa Recreational Authority. **Which motion carried.**

3. **Motion** by Treasurer Kieft supported by Trustee Redick to the Final Preliminary Plat for Lincoln Pies Subdivision No. 2 based on the application meeting requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance. **Which motion carried.**

VIII. NEW BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Behm to approve Resolution 19-02-01 that accepts petitions for the improvement of Warner Street West of the railroad tracks and schedules the first public hearing on Monday, February 25th. **Which motion carried** pursuant to the following roll call vote:

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

Nays:

Absent: Meeusen

2. The Board discussed a proposed Consumer Fireworks ordinance to replace the Township's current ordinance. The new ordinance limits the use of consumer fireworks to 12 days per year. The Board instructed staff to proceed with scheduling the first reading on the matter and to include the option of allowing consumer fireworks on Coast Guard Saturday until 11:45 p.m.

IX. REPORTS AND CORESPONDENCE

- a. Committee Reports – Clerk Larsen noted that the Personnel Committee would meet on Wednesday morning at 7:00 a.m.
- b. Manager’s Report, which included:
 - i. January Building Report
 - ii. January Enforcement Report
- c. Others
 - i. Supervisor Reenders requested that the Manager provide an update at the next Board meeting regarding a preliminary proposed agreement allowing sanitary waste from a proposed Bos development into the City sanitary sewer system.
 - ii. Superintendent Reenders noted that Sheriff Kempker was appointed to the Michigan HIDTA Board, (*High Intensity Drug Traffic Areas*) to represent the Michigan Sheriff’s. The purpose of the Board is to track information regarding the legalization of Marihuana in Michigan.
 - iii. Clerk Larsen noted that the State Legislature passed measures so that FOIA requests cannot be anonymous and that if 50% payment estimates are not received within 45 days the request is considered abandoned.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Gignac to adjourn the meeting at 7:29 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Mark Reenders
Grand Haven Charter Township Supervisor



Manager's Memo

DATE: January 24, 2019
TO: Township Board
FROM: Bill
RE: Pathway Project 2019 – Ferris Street Connector Route

As you may recall, the final phase of the 10-mile pathway expansion will occur in 2019.

Unfortunately, the proposed connection between Lincoln Street and Ferris Street has become problematic. First, MDOT will not allow the pathway onto the US-31 right-of-way. Second, the connection point at US-31 and Ferris/168th intersection is not considered “safe” and proposals to use pedestrian crossing signals are not workable. And finally, this proposed route has numerous wetlands that will further complicate the pathway construction project.

That said, the logical alternative would be to have the proposed connection between Ferris Street and Lincoln Street occur at 160th Avenue ... but, this is a gravel road. (*It seems incongruent to have a paved pathway along a gravel road.*)

However, you may recall that the Township paved both Buchanan Street west of US-31 and 152nd Avenue between Lincoln and Ferris pursuant to section 15.2 of the Administrative Policies and Procedures Manual (*i.e., major unpaved street*).

Perhaps it is time to consider having a second connector between these two major streets at 160th Avenue (1) because of high school traffic to and from Robinson Township; (2) because of additional development occurring along Lincoln Street; and, (3) because of the bypass which is accessed by Lincoln Street.

Because staff are unsure how to proceed, we are proposing the following for Board consideration:

- a) Stop the 2019 pathway construction at the intersection of Lincoln Street and 160th Avenue;
- b) During 2019, determine if 160th Avenue between Lincoln Street and Ferris Street should be considered a “*major unpaved street*” and placed on the Township’s Capital Improvement Plan (CIP) for paving in 2020 or 2021 pursuant to Administrative Policies and Procedures Section 15.2.
- c) Install pathway along 160th Avenue after the roadway has been paved.



SUPERINTENDENT'S MEMO

DATE: January 23, 2018
TO: Township Board
FROM: Cargo
SUBJECT: Preliminary Draft – 2019-22 Strategic Plan

Attached, please find a preliminary draft of the Township's Strategic Plan for 2019 through 2022.

No Action is requested. The plan is provided so that it can be discussed at the next Board Work Session on February 11th.

As you may recall, a Strategic Plan is a management activity that ensures the Township's elected officials and staff are working toward common goals and defined outcomes while looking at the internal and external environments that impact the Township's operations. It is broad based with objectives that reflect the mission statement and broad goals.

In the business community – innovation and change are what often drives success. However, for government, success is most often defined as being **stable and predictable**. (*Citizens don't like surprises from their government.*)

At this stage, the strategic plan has been amended only slightly to call attention to a few new priorities, which include:

- ✓ The need for industrial land to ensure that manufacturing continues to be a “pillar” of the area's economy;
- ✓ The proposed expansion of the Township's parks system, which helps continue the high quality of life (*i.e., live where you play*); and,
- ✓ The “Grand Way” initiative that emphasizes continual improvement and customer service.

Again, no action is requested. This preliminary draft is only provided to ensure you are prepared to discuss the matter at the next Board work session.

If you have any questions or comments prior to the meeting, please contact me at your convenience.

GRAND HAVEN CHARTER TOWNSHIP STRATEGIC PLAN

2019 — 2022



GRAND HAVEN TOWNSHIP BOARD

Mark Reenders, Supervisor

William Kieft III, Treasurer

Laurie Larsen, Clerk

Howard Behm, Trustee

Cal Meeusen, Trustee

Ron Redick, Trustee

David Gignac, Trustee



GRAND HAVEN CHARTER TOWNSHIP

*Above all else, our purpose is to provide
superior customer service to our community*

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STRATEGIC PLANNING



What is Strategic Planning?

Simply put, strategic planning is an organization's process for defining its direction and identifying objectives to guide decisions regarding the allocation of capital and people. The focus of a strategic plan is typically on the whole organization and they are established for a specific timeframe, typically three to five years. Since strategic planning cannot foretell exactly how the marketplace will evolve and what issues will surface over time, it is essential to re-visit this plan on an annual basis.

Why is the Township doing a Strategic Plan?

Grand Haven Charter Township is a desirable place to live with its beautiful natural features, lakeshore location, and reasonable commute to regional employment centers. Over the last 20 years the Township has become the largest of the Northwest Ottawa communities in terms of area (28+ square miles), population (17,000+), and tax base (SEV over \$1 billion). This rapid growth has led to an increased demand for public services.

Although growth is not as robust as the pre-2006 levels, the current growth rate is expected to continue. Consequently, the Township is facing questions regarding the levels of service and capital projects designed to improve both safety and quality of life of its residents.

How will the Township use the Strategic Plan?

The plan will be used as a tool to:

- Assist with communicating the Township's goals
- Assure that elected officials are all "on the same page"
- Set priorities and make decisions
- Monitor and measure implementation progress
- Identify needed changes

OUR PLANNING PROCESS



Grand Haven Township strives to meet the changing needs of our community. In 2016, the Resilient Grand Haven Master Plan was adopted. This was a joint effort between the Township and City of Grand Haven. By crafting cohesive plans the greater Grand Haven community is better served.



The current Zoning Ordinance was adopted in 1999. To be good stewards of the community's wants and needs, it was determined the Ordinance needed to be updated.



In 2019, the Township is expected to adopt a new Zoning Ordinance. It will support the goals and objectives the community created in the Master Plan. It will also reflect the current qualities of life the community enjoys. For example, outdoor-living is more valued today than it was in the late-90s, so new provisions will support those activities and interests, which have led to our new standard of living.

Improving walkability throughout the Township is another priority. Through a voter-approved millage another 10 miles of pathway is being constructed. The Board has approved a project to install a sidewalk on the south side of Robbins Road, as well as adding mid-block crosswalks on 172nd Avenue at Timber View Apartments and on Lakeshore Drive at the entrance to Rosy Mound.

OUR MISSION



The Mission of Grand Haven Charter Township:

- Provide, and continually improve, those essential services that can best be provided by the Township; and are necessary for the health, safety and welfare of all who live, work or visit the community.
- Protect and invest the financial resources entrusted to us.
- Provide a superior customer service experience.
- Protect, promote, and invest in our abundant natural resources.



The 2015 Mission statement shows only a minor evolution from the 1997 Strategic Plan Mission statement:

***“The mission of the Grand Haven Charter Township Board is to provide those professional quality services that can best be furnished by the Township and are necessary for the health, safety and welfare of the residents.*”**

The Township shall continually improve these services to accommodate the needs and expectations of the residents, who are the customers and stakeholders of the Township.”

The 2015 Mission Statement recognize the fiscal constraints that exist even during periods of growth and places an emphasis on meeting the service needs of the citizens.

OUR GOALS



Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections (see page 7)



Deliver Superior Essential Services that Can Best Be Provided by the Township (see page 9)



Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life (see page 10)



Establish Strong Partnerships within Our Community, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources (see page 12)



Support and Retain Economic Development that Enhances the Quality of Life in Balance with the Protection of Our Community Character (see page 13)

FINANCIAL BALANCE

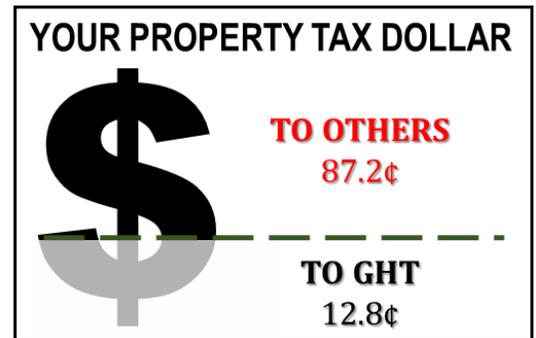


GOAL: Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections

Grand Haven Charter Township maintains twelve (12) funds with majority of operations found in nine(9), including the General Fund, Fire/Rescue Fund, Police Services Fund, DDA Fund, Municipal Street Fund, Pathway Fund, IT Fund, Water Fund and Sewer Fund. In general, monies from one fund cannot be transferred to other funds.

The \$3.4± million annual expenditures from the General Fund are the source of many of the services associated with local government, such as assessing, building and zoning services, parks, elections, drain maintenance, etc. Grand Haven Charter Township relies on various sources of revenues to supply its General Fund, including property taxes, fees and state revenue sharing. Most of the revenue sources are stable with the exception of the building fees that can vary widely.

Although the Township collects over \$22 million in property taxes each year, the vast majority of these taxes are not kept by the Township. Rather, they are distributed to the State of Michigan, the local school districts, Ottawa County and other taxing jurisdictions. For every tax dollar that the Township collects, about 87.8 cents is distributed to others.



General Fund Revenue Sources



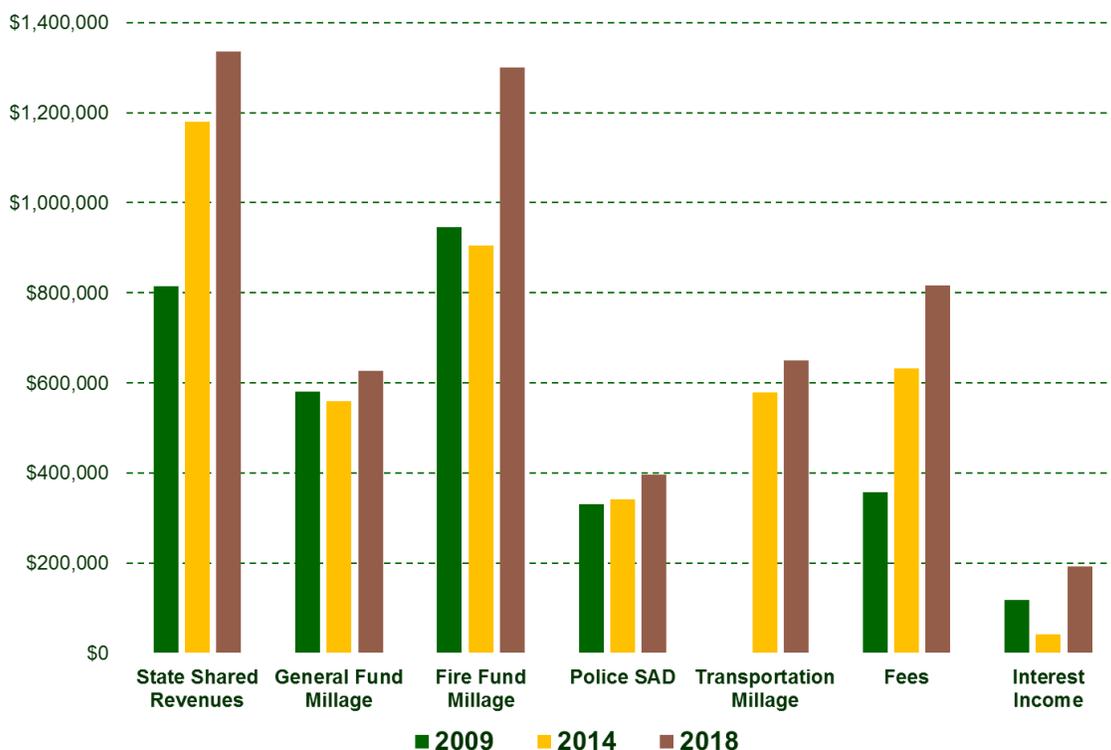
FINANCIAL BALANCE

Objectives:

- Adopt policies that support – “living within our means.”
- Have sufficient financial reserves to respond to emergencies, economic downturns, and future capital spending.
- Prioritize taxing and spending to focus on both safety and “quality of life” issues.

Low Millage Rate

Grand Haven Township’s millage rate is the 5th lowest of all 24 municipalities in Ottawa County and is about 4.12 mills below ↓ the average.



ESSENTIAL SERVICES

Objectives:

- Define and prioritize those essential services that can be best furnished by the Township.
- Continually improve the services provided by the Township, especially those services that relate to public safety (*i.e., fire/rescue and police services*).
- During the annual budget approval process, review department organization, responsibilities, functions, and staffing (*including succession planning*).
- Develop a versatile and professional Township workforce that is cross trained.
- Continue the “Grand Way” program to ensure superior customer service.
- Show appreciation for staff, committee and board service.

GOAL: Deliver Superior Essential Services that Can Best Be Provided by the Township

Grand Haven Charter Township provides a broad array of public services and amenities to its citizens. The Township recognizes that unlike the private sector, citizens cannot “choose” to do business or receive their services from another local government or agency. With this in mind, the Township staff adopted the creed that *“Above all else, our purpose is to provide superior customer service to our community.”*

As the Township’s population has increased, so has the demand for services and the need to both maintain and expand the existing infrastructure (*e.g., pathways, streets, drain districts, bus service, etc.*).

The Township’s goal is to carefully evaluate and prioritize the services and amenities it offers to ensure they can be provided at the highest possible level and in a fiscally responsible manner.

Under state law, the only services that the Township Board must provide are:

Property assessments, tax collection, and elections.

However, the Board has chosen to provide or support a variety of services, many of which are considered foundational for local governments, including:

1. Fire/Rescue Services
2. Contracted Police Services
3. Municipal Water
4. Sanitary Sewer
5. Planning and Zoning
6. Building Code Enforcement
7. Parks
8. Pathways
9. Cemeteries
10. Economic Development
11. Ambulance Service
12. Road Maintenance
13. Stormwater Maintenance
14. Property Code Enforcement
15. Drain Maintenance
16. Trash Collection
17. Library Services
18. Liquor Control Enforcement
19. Yard Waste Collection
20. Website and IT Services
21. Recreational Programs
22. Bus Service

INFRASTRUCTURE

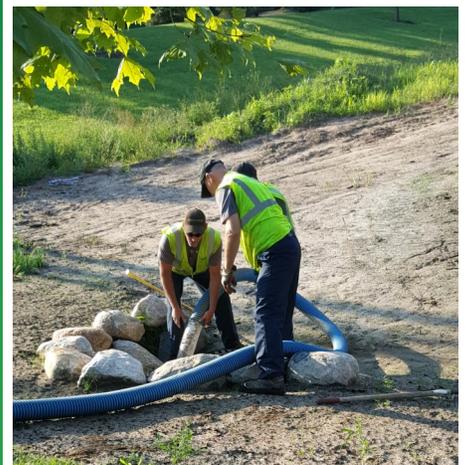
GOAL: Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life

Grand Haven Charter Township prides itself on the quality infrastructure it provides to its citizens. This is considered to be a basic and fundamental function for the Township.

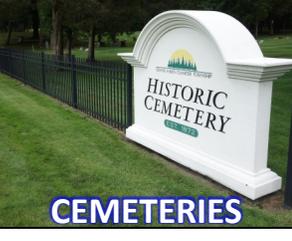
Even during the so-called "Great Recession," the Township was able to sustain road maintenance in cooperation with the Ottawa County Road Commission (OCRC) at levels "fair" or higher. And, in cooperation with the Ottawa County Water Resources Commission (OCWRC), the Township was able to maintain the storm systems throughout the community.

Objectives:

- Establish and implement asset management principles for roads in the Township to address issues of safety, mobility and community character.
- Maintain funding source for basic infrastructure maintenance (*e.g. roads, pathways and storm drains*).
- Provide high quality water and sewer services.
- Collaborate and partner with other communities and agencies to provide and maintain essential infrastructure and services.
- Use technology to enhance services and to increase efficiencies in every aspect of operations.
- Integrate other Township plans with the Strategic Plan and use these as key tools in making decisions regarding operations, capital investments, and natural resource protection.
- Maintain and refine planning and zoning requirements so they are responsive to community character and priorities.



Infrastructure Facts Sheet

INFRASTRUCTURE	WHAT DO WE HAVE?	FUNDING SOURCE	FACTS
 <p style="color: blue; font-weight: bold; text-align: center;">ROADS</p>	<p>107.09 Miles of Public Roads</p> <p>24.21 Primary 40.41 Subdivision 23.79 Paved Local 18.68 Gravel</p>	<p>OCRC Tax Monies Municipal Street Fund General Fund</p> <p style="color: green;">Transportation Revenues are increasing</p>	<p>At the end of 2018, all of the subdivision roads were rated "5" or better on the Pavement Surface Evaluation and Rating System (PASER) where "10" is excellent.</p>
 <p style="color: blue; font-weight: bold; text-align: center;">DRAINS</p>	<p>17 County Drainage Districts</p>	<p>Special Assessments General Fund</p>	<p>All costs are paid through assessments, except for minor maintenance (<i>i.e., less than \$10,000</i>).</p>
 <p style="color: blue; font-weight: bold; text-align: center;">WATER</p>	<p>110.2 Miles of Main Two 500,000 Gallon Elevated Storage Tanks 5 Meter Stations or Vaults 5,360 Taps</p>	<p>Water Use Fees Connection Fees</p>	<p>A cost of service rate study was completed in 2015. Next Study will be in 2020.</p>
 <p style="color: blue; font-weight: bold; text-align: center;">SEWER</p>	<p>30.34 Miles of Main 9 Pump Stations 860 Connections</p>	<p>Sewer Use Fees Connection Fees</p>	<p>A cost of service rate study was completed in 2015. Next Study will be in 2020.</p>
 <p style="color: blue; font-weight: bold; text-align: center;">PATHWAY</p>	<p>28 Miles</p>	<p>Expansion = Millage Maintenance = General & Pathway Fund</p>	<p>Ten mile expansion will be completed in 2019.</p>
 <p style="color: blue; font-weight: bold; text-align: center;">PARKS</p>	<p style="text-align: center;"><u>Township</u> 6 Parks = 596 Acres</p> <p style="text-align: center;"><u>Ottawa County</u> 3 Parks = 597 Acres</p>	<p>General Fund Grants</p>	<p>The Township continues discussions to add additional park lands for active recreation immediately south of Hofma Park & Preserve.</p>
 <p style="color: blue; font-weight: bold; text-align: center;">CEMETERIES</p>	<p>Historic Cemetery Lakeshore Cemetery</p>	<p>General Fund User Fees</p>	<p>A planned expansion of the Historic Cemetery will begin in 2019.</p>

STRONG PARTNERSHIPS

GOAL: Establish Strong Partnerships within Our Township, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources

To further reduce costs and to provide benefits to the region as a whole, Grand Haven Charter Township is working cooperatively through partnerships with adjacent communities and organizations. In addition to the cost savings that result from improved efficiency, regional cooperation has also led to improved relations with adjacent municipalities and local agencies. The Township currently cooperates on a regional basis in the following ways:

- Grand Haven/Spring Lake Sewer Authority
- Harbor Dredging
- Harbor Transit
- Loutit District Library Authority
- Fire Department Mutual Defined Response Areas
- NOCH Ambulance Authority
- North Ottawa Community Hospital
- North Ottawa Recreation Authority
- North Ottawa Water System (NOWS)
- Regional Economic Development contract
- Resilient Grand Haven Plan
- Robbins Road Corridor Plan
- July 4th Fireworks
- Emergency Management and Planning



North Ottawa Community Health System



Loutit District Library
Expanding Horizons, Enriching Minds



Objectives:

- Share positive progress with the community through articles in the newsletters.
- Regularly communicate and be transparent with the community about the real issues facing the region.
- Identify meaningful ways to engage citizens.
- Collaborate with other governmental agencies to provide essential services, enhance natural resources, and support the local economy.

ECONOMIC DEVELOPMENT



- Ottawa County is ranked 3rd in Michigan and 95th in the U.S. in the total value of agricultural production.
- Tourism attracts nearly \$58 million each year to the greater Grand Haven area.
- Manufacturing provides for about 36% of the jobs in this region. This is more than 8,000 jobs.
- In comparison, only 12% of jobs in Michigan and only 9% of the jobs in the nation are provided by manufacturing.
- Of the three types of wealth creating businesses in this region, manufacturing is the most important.

GOAL: Support and Retain Economic Development that Enhances the Quality of Life in Balance with Protecting Our Community Character

Community wealth is created by businesses that sell products or provide services to others that are outside of the region. These businesses attract dollars to this region. The Township is fortunate to benefit from three different types of wealth creating businesses – tourism, agriculture and manufacturing.

Grand Haven Charter Township is a unique community that benefits from its proximity to Lake Michigan, the Grand River, and bayous. The economic vitality of the region is sustained by the agricultural, manufacturing, and tourism industries and the community supports its existing businesses and employers. It also encourages economic growth and development. While the makeup of the Township is varied, its rural character is nonetheless a prime asset. This unique dimension adds importance to establishing and maintaining development standards that appropriately respond to community character, surrounding land uses, and environmental features.



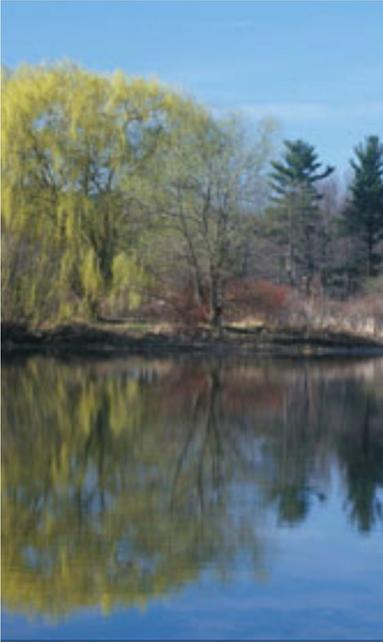
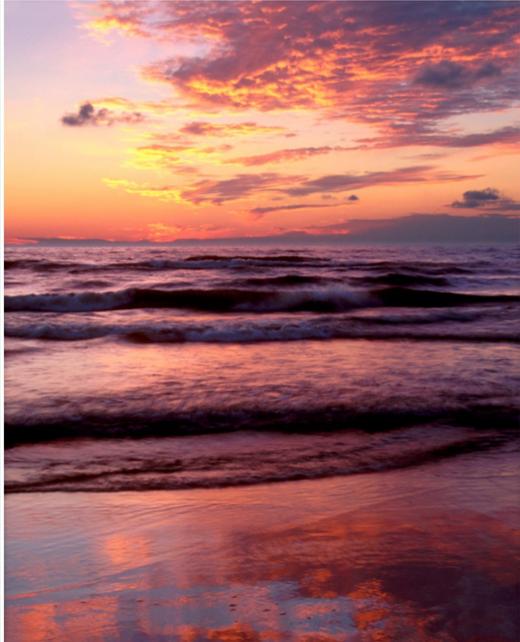
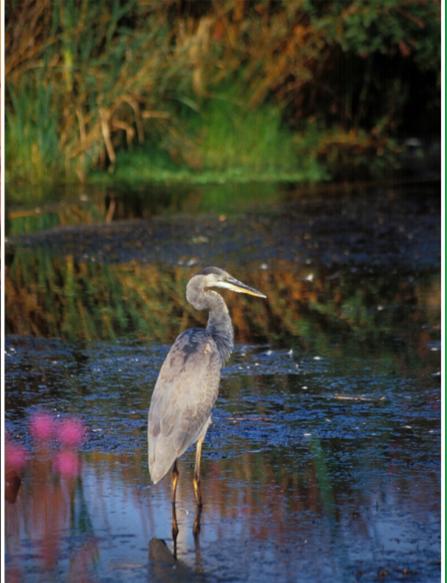
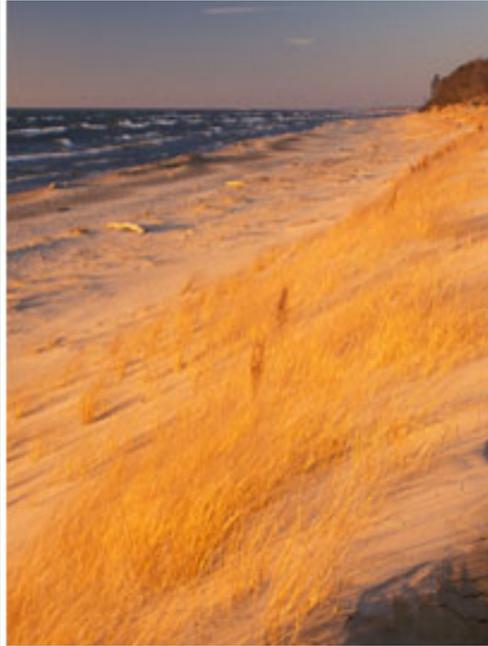
ECONOMIC DEVELOPMENT

“In order for the Township to be successful, the Township must support and partner with local businesses.”

Objectives:

- Support business retention and expansion.
- Seek economic development opportunities that provide employment and sustain community character and quality of life.
- Work with businesses and economic development organizations to identify and support the assets necessary for economic growth in alignment with the Township’s Master Plan.
- Collaborate with local agencies, private developers, and neighboring municipalities to attract a new industrial park near the US-31 and M-45 intersection.
- Protect the Township’s environmental features that help define its rural character, including water resources, wetlands, and woodlands.
- Continue a policy of balanced development that is based on community character, surrounding land uses, and environmental features; establish design standards.
- Expand park land to increase active recreational opportunities.





SUPERINTENDENT'S MEMO

DATE: February 13, 2019
TO: Township Board
FROM: Cargo
SUBJECT: 2019 Dust Control

Attached, please find a proposed contract for the 2018 dust palliative and stabilization program in the amount of approximately \$38,055.

I am recommending that GHT proceed with a contract through Michigan Chloride Sales, LLC from St. Louis, Michigan, which is the same firm utilized since 2009, at the application rate of \$3,000 gallons per miles for all three treatments.

In brief, the proposed agreement is a continuation of what GHT did over the past nine years with the use of mineral well brine solution, which contains total chlorides of about 26%, for gravel road dust control. The mineral well brine would be applied with an 8' strip down each side of the road and an additional third 8' strip down the middle of the road with an application rate of 1,000 gallons per strip or 3,000 gallons per mile.

Further, this would be done three (3) times – late April, late June, and early September (*i.e.*, *about every 60 days*). GHT has received virtually no complaints regarding the level of dust control or the program's efficacy since GHT began to use this approach in 2009.

If the Board agrees with the recommendation, the following motion can be offered:

Move 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 \$38,055.

2019 DUST SUPPRESSION CONTRACT

WITNESS, this Agreement between GRAND HAVEN CHARTER TOWNSHIP whose offices are located at 13300 168th Ave., Grand Haven, Michigan 49417 (“Township”) and MICHIGAN CHLORIDE SALES, LLC of 402 West Jackson Road, St. Louis, Michigan, 48880 (“MCS”).

RECITALS

1. The Township has requested quotes for dust palliative and stabilization on the 19.22 miles of gravel roads within the Township’s boundaries for the 2019 summer season. (*See attached map – Exhibit A.*)
2. MCS has presented a proposal for the Grand Haven Charter Township dust palliative and stabilization project.
3. The parties are desirous of entering into a formal agreement based upon the work to be performed and the prices contained in the attached accepted proposal.

AGREEMENT

IN CONSIDERATION of the mutual covenants as hereinafter set forth, the parties hereby agree as follows:

1. Work. MCS shall apply a mineral well brine solution that contains a total chloride level of approximately 26% in such concentration and frequency as follows:
 - a. An initial application of the mineral well brine solution on continuous spread consisting of an 8' strip down each side of the road with a third 8' strip down the middle with an application rate of 1,000 gallons per strip or 3,000 gallons per mile. This initial application would be applied during the period of **April 18th to May 3rd**. This application is at a rate of \$660/mile. (*The estimated cost of this application would be 19.22 miles x \$660 or approximately \$12,685.*)
 - b. A second additional application of the mineral well brine solution on continuous spread consisting of an 8' strip down each side of the road with a third 8' strip down the middle with an application rate of 1,000 gallons per strip or 3,000 gallons per mile. This second application would be applied during the period of **June 17th to June 28th**. This application is at a rate of \$660/mile. (*The estimated cost of this application would be 19.22 miles x \$660 or approximately \$12,685.*)
 - c. A third application of the mineral well brine solution on continuous spread consisting of an 8' strip down each side of the road with a third 8' strip down the middle with an

application rate of 1,000 gallons per strip or 3,000 gallons per mile. This third application would be applied during the period of **September 3rd to September 13th**. This application is at a rate of \$660/mile. *(The estimated cost of this application would be 19.22 miles x \$660 or approximately \$12,685.)*

The work to be performed under this contract shall be executed during the summer season of 2017 commencing no earlier than April 24th and completed no later than September 22nd.

2. Cost. The Township shall pay **\$660 per mile** for applications.
3. Permits. MCS shall be responsible for obtaining all necessary permits from the Ottawa County Road Commission (“OCRC”) to allow MCS to work within the various road rights of way in the Township.
4. Roads Covered. MCS shall provide treatment for approximately 19.22 miles of gravel roads within the Township. The Township reserves the right to exclude from treatment any roads that are scheduled for paving or other maintenance during 2019. The Township shall provide a map (Exhibit A) of said roads to MCS; which map may be adjusted from time to time.
5. Grading. All treatment shall be applied after grading of the roads by the OCRC. It shall be the sole responsibility of MCS to coordinate treatment with the OCRC’s grading schedules to insure that all roads are graded prior to treatment.
6. Insurance. Upon demand from the Township, MCS shall provide proof of insurance coverage naming the Township and the OCRC as additional insured. The insurance coverage shall be in an amount not less than one million dollars (\$1,000,000.00) for public liability, casualty, and property damage; and Michigan No-Fault or equivalent vehicle coverage of not less than one million dollars (\$1,000,000.00). MCS shall file a copy of such proof of insurance with the Township before work may commence.
7. Environmental and Indemnification. MCS shall comply with all government laws, rules, and regulations with regard to the handling of all chemicals or other substances, which may be determined to be hazardous substances. MCS shall be fully responsible for all loss or damage, including restoration, occasioned by the use of any chemicals or other hazardous substances or agents. Further, MCS shall indemnify and hold the Township harmless from all loss or damage, now or in the future, resulting from the performance of the work hereunder including, but not limited to, the use of any chemicals, substances or agents.
8. Compliance. MCS shall comply with all laws, rules, and regulations of any governmental unit or agency having jurisdiction over the nature, type, and location of the work performed under this Agreement.
9. Miscellaneous. Neither this contract nor any rights under it may be assigned or any duty delegated without the prior written consent of a non-assigning or non-delegating party. Any

attempt to assign or delegate rights or duties without prior written consent shall be void. This contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on page 1 of this contract or at such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person, electronically, or by ordinary or certified mail properly addressed and with sufficient postage affixed.

This is an integrated contract. It contains the full understanding of the parties and supercedes all other understandings, agreements, or conditions, written or oral, regarding the subject matter of this contract. This contract has been executed in the State of Michigan and should be governed by Michigan law except as to matters pertaining to choice of law. The waiver of any party hereto of a breach or violation of any provision of this contract shall not be a waiver of any subsequent breach of the same or any other provision of this contract. If any section or provision of this contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this contract, which shall remain in full force and effect.

It is contemplated that this contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this contract are for convenience only and shall not be considered as part of this contract or in any way to amplify or modify the terms and provisions hereof. This contract shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Agreement and no other person shall have the right to enforce any of the provisions contained herein. All exhibits attached hereto are incorporated herein by reference as though fully stated herein.

No amendment, modification, or waiver shall be effective unless in writing and signed by both parties. All rights and remedies set forth in this contract are cumulative and are in addition to any other legal or equitable rights and remedies.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on this 26th day of February 26 2019.

Witnessed By:

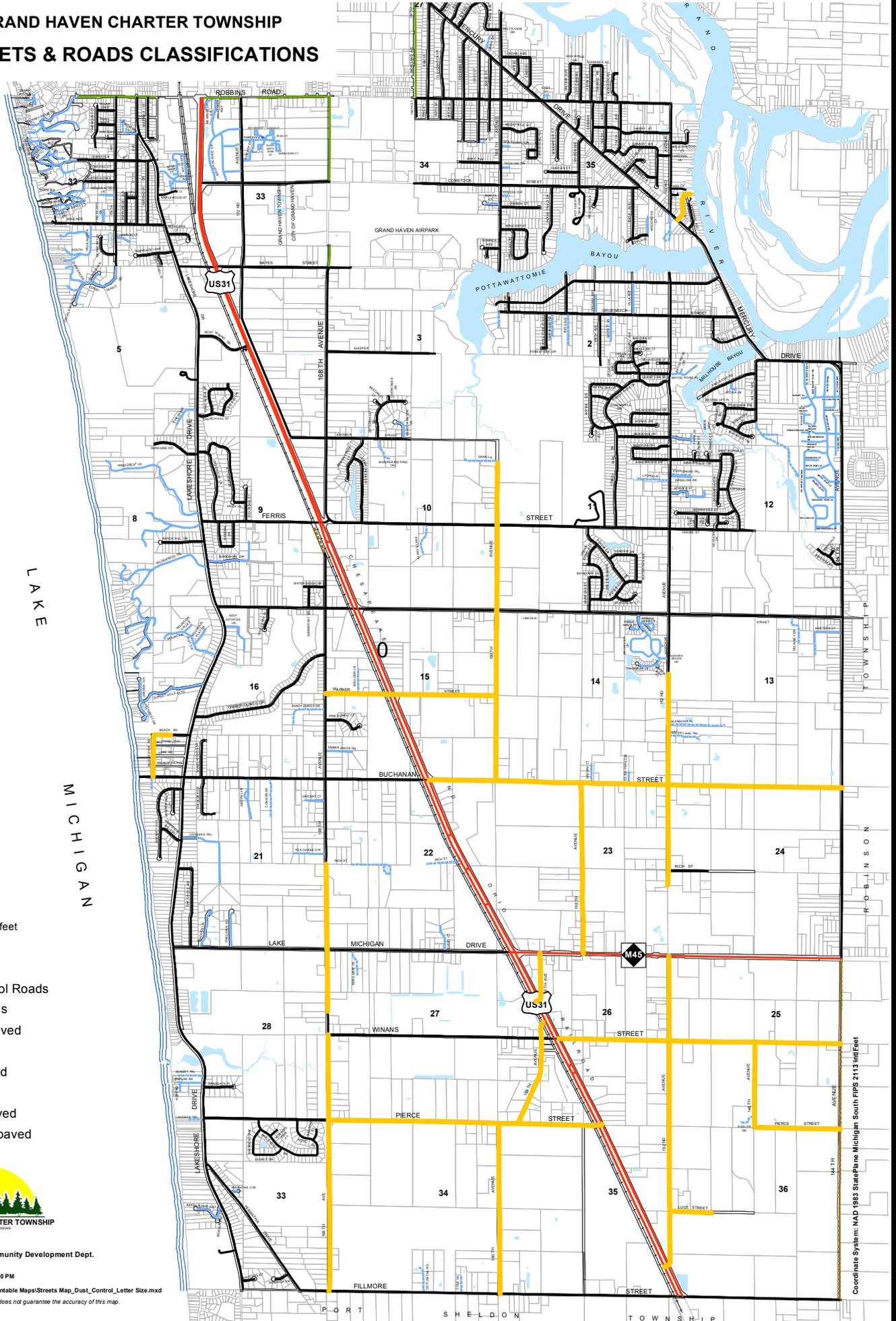
GRAND HAVEN CHARTER TOWNSHIP,
a Michigan Municipal Corporation

By: _____
William D. Cargo, Superintendent

MICHIGAN CHLORIDE SALES, LLC

By: _____
Bill Kinney, Sales/Operations Mgr.

GRAND HAVEN CHARTER TOWNSHIP STREETS & ROADS CLASSIFICATIONS



1 inch = 4,000 feet

Legend

- Dust Control Roads
- State Roads
- Primary Paved
- - - Unpaved
- Local Paved
- City Paved
- Private Paved
- - - Private Unpaved



Sources:
Grand Haven Township Community Development Dept.
Ottawa County GIS - 2002

Revision Date: February 1, 2013 - 4:10 PM
Printed: February 1, 2013
File Name/Path: G:\GIS\Maps\Printable Maps\Streets Map_Dust_Control_Letter Size.mxd

Note: Data is subject to change. GHT does not guarantee the accuracy of this map.

Coordinate System: NAD 83 StatePlane Michigan South FIPS 2113 IntlFeet



Community Development Memo

DATE: February 21, 2019
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Request for Proposals – Mid-Block Crosswalk Study & Engineering

BACKGROUND

With the increase in population and the expansion of the pathway system, the Township has realized the need to install more crosswalks at mid-block locations (*i.e., crossing the street away from an intersection*).

REQUEST FOR PROPOSALS

If approved, the attached Request for Proposals (RFP) would be released on February 26th with responses due one month later (*March 26th*), with an expectation a contract would be executed with the selected firm within 45 days from the due date.

MOTION

To approve the RFP, the following motion can be offered:

Motion to approve the Mid-Block Crosswalk Study and Engineering Request for Proposals language and direct staff to release the RFP on February 26th.

If you have questions or comments, please contact me at your convenience.



GRAND HAVEN CHARTER TOWNSHIP

13300 168th Ave. • Grand Haven, MI 49417
Phone: 616.842.5988 • Fax: 616.842.9419 • www.ght.org

REQUEST FOR PROPOSALS

MID-BLOCK CROSSWALKS STUDY AND ENGINEERING

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SECTION 1: DESCRIPTION OF COMMUNITY

The 2015, population for Grand Haven Charter Township stands at 15,757 and is mainly a “bedroom community.” However, this community is experiencing significant population growth and has a 2030, projected population of 22, 277—or a 43.2% increase.

This growth is supported by new construction figures. 2016, was a record-breaking year with \$71.8 million of new construction value. This figure eclipses the previous record from 2002, which stood at \$44.2 million—or a 62% increase over the former record.

In regard to land uses, 59% is residential; 17.5% is public (*e.g., parks, schools, etc.*) or road right-of-way; 17% agricultural; 4% commercial; and 2.5% industrial. 50% of the Township’s housing stock was constructed after 1990, which is further evidence of the substantial growth pressure.

Since the early 1990s, the Township has continued to add more nonmotorized pathways. In 2016, another 10-mile expansion was approved by the voters via a millage request. The last two segments will be constructed in 2019, which will bring the total amount of nonmotorized pathways to approximately 36-miles.

SECTION 2: BACKGROUND AND PROJECT OVERVIEW

Grand Haven Charter Township is hereby requesting proposals from qualified, multi-disciplinary professionals to assist in the need to construct mid-block crosswalks.

As described above, the Township population is growing, which brings more users to enjoy our nonmotorized pathway system. There are two specific locations where staff believe a mid-block crosswalk is necessary, but the two locations have their own challenges.

The Township is in need of expert services to study the vehicular and nonmotorized traffic in these locations and provide a recommendation and cost estimates of the appropriate method of providing a safe means of crossing busy roadways.

2.1 172nd Avenue at Timberview Drive. The first crosswalk the Township believes is warranted is on 172nd Avenue at Timberview Drive, which is just east of Meijer. It is a 50mph county primary road. This area of the Township has seen tremendous growth with the nearby apartment complexes and redevelopment of the commercial corridor. Daily trip counts are increasing, and so are the number of pedestrian crossings. Further, there are vulnerable populations making this crossing on 172nd Avenue—elderly, disabled in wheelchairs, strollers with children, parents with young children, etc.

2.2 Lakeshore Drive at Rosy Mound Natural Area. The second crosswalk is far more complex. The entrance to Rosy Mound Natural Area is at the crest of a hill on a 45mph county primary road. The hill creates very limited sight distances. In addition, there is an elementary school at the bottom of the hill at an intersection; this intersection is also where the Ottawa County Road Commission is located, so there can be heavy truck traffic in addition to regular daily trips.

The new addition of a senior living campus with direct access to the nonmotorized pathway, across the street from the entrance to Rosy Mound Natural Area is what prompted the need to discuss crosswalk safety improvements at this location.

Secondly, the number of signs required by the traffic code have created a “cluttered” appearance and believe there is a need to replace and organize the signage to be more effective. There is electricity available in this location because of new school zone speed limit signs the Township installed in 2018.

Lastly, similar to 172nd Avenue there is a far greater likelihood of vulnerable users to cross this area with the adjacent elementary school and senior living campus.

- 2.3 Other Recommended Improvements.** It is known the Township will need to consider adding additional crosswalks in the future, and need recommendation and guidelines to assist with those capital improvement projects. Thus, part of the work will include providing an overview of the connectivity and safety of the nonmotorized pathway system in conjunction with the road network and inform the Township when/if certain crossings need improvements, and if so, what kind.

SECTION 3: SCOPE OF SERVICES

The following professional services and general scope of work is anticipated. However, consultants are encouraged to expand on this description and to suggest alternative approaches they believe will better achieve the Township’s objectives.

- 3.1 Project Tasks.** The Township understands this is a broad proposal, so it is willing to be flexible to adapt to changes once the process has initiated. The consultant shall be responsible for:

- Performing necessary traffic counts and other studies to determine the baseline information that is needed to craft the recommendation.
 - Consideration must be given to the local tourist economy. Meaning, traffic and pedestrian counts should not be conducted until after Memorial Weekend and before Labor Day Weekend.
 - Consideration must also be given to the strong manufacturing sector and the impact that shift-changes have on the roadway system and its effect on pedestrian crossings.
- Providing a formal recommendation on the type of crosswalk that is warranted along with the justification.
- Supply a general cost estimate for the crosswalk, so the Township can budget funds appropriately.
- Craft a cursory list of other segments of the nonmotorized pathway system that may warrant crosswalk improvements in the future.
 - Existing resources should be used to create this list.
 - Windshield surveys and other methodologies may also be utilized.

- All final documents must be compiled in an organized professional manner and provided to the Township for use in the future.
 - Hardcopy as well as an electronic file.

3.2 Project Staffing and Management. The consultant shall work directly with the Community Development Director. The secondary person of contact is the Public Services Director. It is the responsibility of the consultant to schedule meetings with other agencies such as the Ottawa County Road Commission.

3.3 Presentation and Deliverables. The consultant will present the final recommendations to the Township Board, so they can gain a full understanding of the project and the anticipated budget amendments. This would include a written memo that summarizes the final report along with a “power point” type of presentation. These should both be graphic-heavy to help illustrate the solution. Final copies are to be provided in a hardcopy and electronic format.

3.4 Cost Proposal. The Township has budgeted \$25,000 for Fiscal Year 2019, which is expected to cover the costs of obtaining data and crafting the final recommendations. Further, the Township anticipates a portion of those funds to be leftover and used towards installing the crosswalks.

3.5 Potential for Future Services. Assuming the working relationship between the Township and consultant is successful, it is anticipated the selected firm will continue to be utilized for future crosswalk improvements.

SECTION 4: PROPOSAL SUBMISSION

An original and five (5) copies clearly marked “Grand Haven Charter Township Mid-Block Crosswalks RFP Response” must be received and stamped no later than **5:00 p.m. on Tuesday, March 26, 2019**. Responses should be addressed to:

Grand Haven Charter Township
 Community Development Director
 13300 168th Avenue
 Grand Haven, Michigan 49417
 Phone: (616) 604-6326
 Fax: (616) 842-9419
 sfedewa@ght.org

Responses may be mailed or hand-delivered. The Respondent shall be responsible for the timely delivery of any response sent by mail or commercial express service. All responses become the property of Grand Haven Charter Township. The content of all responses will be held confidential and sealed until after the submission deadline.

Responses received after the date and time indicated will not be considered and will be returned unopened if the Respondent is identified on the response envelope. Responses may be withdrawn or modified in writing prior to the response submission deadline. Responses that are resubmitted

or modified shall be sealed and submitted to the previously identified Grand Haven Charter Township Community Development Director prior to the response submission deadline.

SECTION 5: PROPOSAL FORMAT

Proposals shall include the following information:

- 5.1 Cover Letter.** The cover letter should be signed by a member of the consulting firm empowered to commit the firm to a contractual arrangement with the Township. The cover letter should also identify the firm submitting the proposal and any sub-consultants that may be proposed. It should generally outline your understanding of the project. Lastly, it must include the name, title, phone number, email address, and street address of the company representative.
- 5.2 Work Approach and Timeframe.** Present a detailed description of the work you propose to fulfill the requirements of this request for proposal. For each task, describe the activity, the intended results, any work or activity you assume will be conducted by the Township. Lastly, include an anticipated timeframe for completion and include milestones.
- 5.3 Professional Staff.** Describe which individual professionals would work with the Township, their respective roles in the project and provide professional resumes of each key member of the project team.
- 5.4 Qualifications and References.** For up to three projects provide descriptions of recent prior experience with other clients, which is relevant to the challenges of this project and demonstrates the Respondent's capabilities. For each past project, include the name, title, phone number, and email address of a representative the Township may contact to discuss your experience.
- 5.5 Cost Proposal.** As described previously, the Township has budgeted \$25,000 for Fiscal Year 2019. However, it is unknown if this figure will be sufficient based on the scope of this project. Therefore, the Respondent must provide a quote for the anticipated cost of this project. Describe any modifications you would recommend to the general work scope described in this request for proposal and the impact of those modifications on your cost proposal. Unless Respondent specifically notes otherwise, any and all quoted prices will be firm and will be good for one year from the award date.
- 5.6 Examples.** Provide examples of relevant work as it relates to mid-block crosswalks.

SECTION 6: EVALUATION OF PROPOSALS

The Township will evaluate all submitted proposals based on the responsiveness of the work approach proposed, the qualifications of the staff that will work with the Township, and the overall qualifications of the firm and the costs proposed. Specifically, the Township is seeking consultants with the following capabilities and experience:

- Obtaining traffic and pedestrian counts.

- Determining the appropriate type of mid-block crosswalk that will accommodate current and future needs.
- Ability to provide recommendations on additional crosswalk improvements for future projects.
- Obtaining cost estimates for budgeting purposes.

If needed, the Township may schedule oral interviews with some or all of the firms responding, and in that event, the outcome of such interviews may influence the evaluation of proposals. Grand Haven Charter Township reserves the right to accept or reject any or all proposals and/or waive any informalities as it deems to be in its best interest.

SECTION 7: PROJECT TIMING

The Request for Proposals will be released on Tuesday, February 26, 2019. Responses are due by 5:00pm on Tuesday, March 26, 2019. Time extensions will only be considered in circumstances beyond the Respondent's or Township's control. If for any reason, the proposed delivery schedule cannot be met, the Respondent must notify the Township immediately and demonstrate the cause and extent of the delay.

It is expected that a contract will be executed with the selected firm within 45 days of the due date for proposals.

SECTION 8: OTHER RELATED MATTERS

- 8.1 Contact Personnel.** Any requests for clarification and/or additional information shall be directed via email to the Grand Haven Charter Township Community Development Director, Stacey Fedewa, AICP at sfedewa@ght.org. Such a request must include the specific section(s) of the RFP that is in question. Official responses will be provided to the interested respondent. Grand Haven Charter Township will openly consider any value-added alternative(s) provided by the Respondent.
- 8.2 Quality Control Standards.** Grand Haven Charter Township will monitor and track the quality and timeliness of the delivery of professional services agreed to by the respondent. At a minimum, project performance, the quality of the deliverables, adherence to project timelines, adherence to project budget, and project acceptance methods will be monitored. Any deliverable that does not meet the high standards of the Township shall be corrected by the Respondent.
- 8.3 Acceptance of Response Content.** Provisions of this RFP and the contents of the successful response will be used for establishment of final contractual obligations. Grand Haven Charter Township retains the option of retracting the award if the successful Respondent fails to accept such obligations. Grand Haven Charter Township and the successful Respondent shall enter into a written contract for the work to be performed. It is expressly understood that this RFP and the Respondent's proposal may be attached and included by reference in an Agreement signed by Grand Haven Charter Township and the successful Respondent

- 8.4 Complete Services/Products.** The successful Respondent shall be required to a) furnish all tools, equipment, supplies, supervision, local transportation and other accessories, services and facilities necessary to complete the work; b) furnish all materials, supplies, and equipment specified and required to be incorporated in and form a permanent part of the completed work; c) provide and perform all necessary labor; and d) perform and complete the work in accordance with good technical practice, with due diligence, and in accordance with the requirements, stipulations, provisions, and conditions of this RFP and the resulting agreement.
- 8.5 Prohibition of Discrimination.** Grand Haven Charter Township is committed to prohibiting discrimination in employment on the basis of race, color, sex, age, religion, national origin, citizenship, height, weight, marital status, or handicap. These factors will not be improperly considered by the County in recruitment, examination, appointment, training, promotion, retention, salary determination, discipline, or any other conditions of employment.
- 8.6 Right to Negotiate.** The Board of the Charter Township of Grand Haven reserves the right to accept or reject any or all proposals and/or qualifications, to waive any irregularities, informalities or defects in the documentation, to accept any proposal in whole or in part, which it shall deem to be in the best interest of the Township, and to negotiate with the successful respondent.



Administrative Memo

TO: Township Board

FROM: Chief Gerencer and Andrea Dumbrell

DATE: February 21, 2019

RE: Part-Time Firefighter Hire – Brad Follis

In January 2019, the Township received one resume for a Part-Time Firefighter position and offered the candidate an opportunity to interview and complete the agility test.

During February 2019, the selection committee consisting of Shawn Schrader, Fire Captain; Matthew Schweitzer, Fire Lieutenant; and, Andrea Dumbrell, Human Resources Director interviewed the candidate.

After review of the interview, there was consensus to offer a Part-Time Firefighter position to Brad Follis. Mr. Follis currently lives in Grand Haven Township and completed his Associates Degree in Fire Science at Macomb Community College. Additionally, Mr. Follis has many licensures and certifications from the State of Michigan, including his Paramedic License, Fire Officer III and Incident Command Certifications. Mr. Follis retired in 2016, from Shelby Township Fire Department as the Battalion Chief, after 25 years of fire service.

While the Fire/Rescue Department recently filled their last open position and are now a fully-staffed part-time group (24 employees), the following items were taken into consideration before requesting approval for an additional part-time firefighter:

- One part-time firefighter is on a military leave of absence until January 2020.
- One part-time firefighter is on a personal leave of absence until August 2019.
- One part-time firefighter/paramedic, who works the most hours of the part-time staff, will be entering the police academy for approx. 16 weeks and have limited availability to respond to calls.
- The staffing model of 24 part-time firefighters has not changed since 2000, when the Township averaged 700 fire/rescue calls a year. The anticipated number of calls for 2019 is 1300+ calls.
- There will be minimal costs associated to hiring Mr. Follis, as he has his required licenses and certifications and will be using previously worn turn-out gear.
- The Township's Fire/Rescue Department averages two to three staff resignations a year.

The Administration and Fire/Rescue Departments, at Grand Haven Charter Township, look forward to working with and training Mr. Follis, and we believe his knowledge, skills, and experience will be valuable assets to our Township. Based on the availability of Mr. Follis, he will be able to help fill in the gaps of the current leaves and future, anticipated leaves of absences.

Under State law, all Fire/Rescue positions, full-time and part-time, must be approved by the Board. If the Board concurs with the Personnel Committee's recommendation to hire Mr. Follis, the following motion could be offered for consideration:

Move to approve the hire of Brad Follis as a Part-Time Firefighter, effective immediately, with the understanding the next part-time firefighter position opening is not filled and the part-time firefighters' staffing level returns to 24.

Enclosed is the candidate's resume and contingent offer letter. If you have any questions, please do not hesitate to contact Chief Gerencer or Andrea Dumbrell.



Assessing Memo

DATE: February 21, 2019
TO: Grand Haven Township Board
FROM: Roger Schmidt
RE: Written Appeals by Residents

The March Board of Review is held to allow taxpayers to voice their concerns regarding value, class and other issues regarding their property. Non-Resident Taxpayers by statute are allowed to appeal in writing. Further, resident taxpayers may be allowed to appeal in writing **if** this alternative is approved by the Township Board.

Because many resident taxpayers are gone during the winter or unable to attend due to physical limitations, allowing resident taxpayers to appeal in writing would be a great benefit. *(The Township has allowed written appeals from resident taxpayers in the past, but staff were unable to find the Board action approving the “resident taxpayer written appeal” option.)*

Therefore, if the Board concurs that written appeals from resident taxpayer should continue, the following motion may be offered:

Move that Grand Haven Charter Township will allow written appeals to the Board of Review by resident taxpayers.

If you have any questions or comments prior to the meeting, please contact me.

SUPERINTENDENT'S MEMO

DATE: February 20, 2019

TO: Township Board

FROM: Cargo

SUBJECT: Warner Street (*West of US-31*) – Special Assessment District – Public Hearing #1

Michigan's Public Act 188 allows for the establishment of a Special Assessment District (SAD) for the purpose of providing road maintenance or paving. For Warner Street (West of US-31) the improvement will be the so-called "prime and double chip" process that will provide a surface that is about ½ inch thick (*in comparison, typical bituminous asphalt paving is 3 inches thick*).

To establish a SAD, GHT is required to hold two public hearing prior to beginning the road paving project. A notice of each public hearing must be published twice before each meeting and a notice must also be mailed to each property owner.

This first public hearing (*i.e., the Hearing of Necessity*) establishes the proposed district and can also provide a tentative estimate of cost to construct the improvement. The second hearing (*i.e., the Hearing of Assessment*) is held to establish the actual assessment roll and the payback period.

The Board will hear from area residents regarding the need for the proposed road paving improvements at the public hearing on February 25th. The **\$40,000** construction cost was provided by the Ottawa County Road Commission. **\$1,000** has been included to cover the cost of publishing the notices, mailings, etc.

The first of the two attached resolutions establish that there is a need for the improvements, defines the district, provides a tentative cost estimate and instructs the Superintendent to create an assessment roll. The second resolution schedules the public hearing on the assessment roll for March 25th.

There are three tentative assessment rolls that have been prepared. (*See below.*) The first column assesses the \$20,500 assessment (*i.e., 50% of the projected cost*) on benefit per lot, the second column assesses the cost on front footage, and the third divides the cost between these two

alternatives.

That said, I would recommend the Assessment Roll be based upon benefit per lot – which is the column highlighted.

Property Number Owner	Benefit per lot	Front footage	50% benefit + 50% frontage
70-07-15-300-004 Porkorny	\$ 1708.33	\$ 2902.96	\$ 2305.64
70-07-15-300-027 Reenders	\$ 1708.33	\$ 3878.00	\$ 2793.00
70-07-15-300-038 Cross	\$ 1708.33	\$ 2559.48	\$ 2133.90
70-07-15-300-001 Williams	\$ 1708.33	\$ 919.64	\$ 1313.98
70-07-15-100-025 Eveland	\$ 1708.33	\$ 2354.50	\$ 2031.41
70-07-15-100-017 Vanderstelt	\$ 1708.33	\$ 1019.36	\$ 1363.84
70-07-15-100-010 Vanderstelt	\$ 1708.33	\$ 969.50	\$ 1338.91
70-07-15-100-014 Zimmerman	\$ 1708.33	\$ 2581.64	\$ 2144.98
70-07-15-100-027 Eveland	\$ 1708.33	\$ 1662.00	\$ 1686.16
70-07-15-100-028 Eveland	\$ 1708.33	\$ 1662.00	\$ 1686.16
70-07-15-100-016 Polak	\$ 1708.33	\$ 0	\$ 854.16
70-07-15-100-015 Kalmbaugh	\$ 1708.33	\$ 0	\$ 854.16
Totals	\$ 20,499.96	\$ 20,509.08	\$ 20,506.30

If the Board agrees that the defined district is appropriate for the proposed project and that the assessment roll should be by benefit, the following two motions can be offered:

Move to approve and adopt Resolution 19-02-02 that defines the Warner Street (West) Street Improvement Special Assessment District, declares the Township intention to make road improvements for the benefit of the properties within the district, provides an estimate for the improvements, and instructs the Superintendent to create an assessment roll for Board consideration.

Move to approve and adopt Resolution 19-02-03 that schedules a public hearing for March 25th at 7:00 p.m. for the purposes of hearing comments on the proposed Warner Street (West) special assessment roll.

If you have any questions or comments, please contact me at your convenience.

EXCERPTS OF MINUTES

At a special meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 25th day of February 2019, at 7:00 p.m., local time.

PRESENT: _____

ABSENT: _____

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing to hear and consider any objections to the acquisition and construction of certain street improvements described more specifically in the following resolution, the petition(s) requesting the Township to acquire and construct such street improvements, and the proposed special assessment district therefor.

The Supervisor noted that public notice of the hearing had been given by complying with the provisions of Michigan Act 162 of 1962, as amended (“Act 162”), Michigan Act 188 of 1954, as amended (“Act 188”), and Michigan Act 64 of 1989, as amended (“Act 64”). Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* as evidenced by Affidavit(s) of Publication on file with the Township. The Supervisor further noted that proper notice by mailing had been given pursuant to Act 162, Act 188, and Act 64, as shown by the Affidavit of Mailing. The Supervisor then opened the public hearing with regard to proposed Street Special Assessment District No. 2019-01 described in the resolution following, the improvement described therein and the petition(s) therefor. Comments were received from persons present, if any, with respect to the street improvements, the petition(s) therefor, and the proposed special assessment district. The Supervisor then asked if there were any written objections and those written objections were then received. The Board then closed the hearing on proposed Street Special Assessment District No. 2019-01.

Discussion followed with respect to the comments made at the public hearing, if any, and the establishment of the special assessment district. After completion of this discussion, the following resolution was offered by _____ and supported by _____:

RESOLUTION #19-02-02

WHEREAS, petitions are being presented to the Township Board, requesting that the Township acquire and construct certain street improvements as described below; and

WHEREAS, the special assessment district described in paragraph 2 below contains a total of 3,682 feet on Warner Street, excluding land not subject to special assessment and land within public highways and alleys; and

WHEREAS, the Township Board will proceed with this process only if, from a review of this petition(s) and the appropriate records of the Ottawa County Register of Deed's Office as of the day of the filing of the petition(s), it has been established that petitions have been signed by the record owners of lands constituting approximately over 50 percent of the frontage included in the special assessment district described in paragraph 2 below, excluding lands not subject to special assessment and lands within public highways and alleys; and

WHEREAS, the record owners of over 60 percent of the frontage on Warner Street have signed petitions in favor of the special assessment district; and

WHEREAS, plans describing the street improvements, the location thereof, and an estimate of \$40,000.00 as the total construction cost have been prepared by registered engineers on the engineering staff of the Ottawa County Road Commission and filed with the Township, plus an estimate of \$1,000.00 for the costs of legal work, administration, and publication; and

WHEREAS, the Township Board has the power and authority pursuant to the provisions of Act 188 to proceed to make this improvement and to assess all or a part of the cost thereof to the properties to be benefited; and

WHEREAS, the Township Board did, by resolution adopted January 28, 2019, set February 25, 2019, at 7:00 p.m., local time, at Grand Haven Charter Township located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, as the time and place for a public hearing to hear and consider objections to the above referenced improvement, the proposed special assessment district and the petition(s) therefor and did give notice of said hearing by publication and mailing, all in accordance with the terms and provisions of Act 188, Act 162 and Act 64; and

WHEREAS, the Board did meet at the time and place of said public hearing and hear and consider objections to the proposed improvement, to the proposed special assessment district and the petition(s) therefore;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN, AS FOLLOWS:

1. Pursuant to Act 188 this Board determines to complete the following improvement (the "Improvement") consisting of prime and double chip of Warner Street from the railroad tracks west to 168th Avenue. The Board determines that it will proceed with the Improvement only if the petitions for the Improvement are sufficient.

2. This Board finally determines that the parcels of land described specifically below shall be the special assessment district against which the cost of the Improvement is to be assessed. Such special assessment district shall be designated as "Street Special Assessment District No. 2019-01" and shall continue for a term which shall expire at the later of the completion of the

Improvement or the payment of the last assessment installment plus all accrued interest. The lands included in the special assessment district are described as being located in the Charter Township of Grand Haven, Ottawa County, Michigan, described specifically as follows:

- 70-07-15-300-004
- 70-07-15-300-027
- 70-07-15-300-038
- 70-07-15-300-001
- 70-07-15-100-020
- 70-07-15-100-017
- 70-07-15-100-010
- 70-07-15-100-014

3. The estimate of cost in the amount of \$40,000.00 and the plans for the Improvement as originally presented, with such modifications, if any, made at this meeting, plus the cost of \$1,000.00 for the special assessment proceeding, are approved. The Board determines that 50 percent of the cost of the Improvement shall be specially assessed against the lands described in paragraph 2 above.

4. The Board directs the Township Superintendent to make a special assessment roll in which shall be entered and described all the parcels of land which are to be assessed, with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land, which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the special assessment district as the benefit to each parcel of land bears to the total benefit to all parcels of land in the special assessment district.

5. All resolutions in conflict in whole or in part are revoked to the extent of such conflict.

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED.

Dated: February 25, 2019.

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a meeting of the Township Board held on the 25th day of February 2019. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

EXCERPTS OF MINUTES

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 25th day of February 2019, at 7:00 p.m., local time.

PRESENT: _____

ABSENT: _____

The Township Supervisor advised the Township Board that the next order of business was the consideration of setting a date for a hearing on a special assessment roll for the construction and acquisition of certain street improvements.

The following resolution was offered by _____ and supported by _____:

RESOLUTION #19-02-03

WHEREAS, by resolution adopted on February 25, 2019, the Superintendent was directed to make a special assessment roll for Street Special Assessment District No. 2019-01 in conformance with paragraph 4 of that resolution; and

WHEREAS, the Superintendent has submitted the special assessment roll and his report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board must appoint a time and a place when it will meet, review, and hear any objections to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN, AS FOLLOWS:

1. The Township Board shall meet at the Grand Haven Charter Township at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 25th day of March 2019, at 7:00 p.m., local time, to review and hear any objections related to the special assessment roll.

2. The special assessment roll shall be available for public inspection at the Township office during normal working hours until the public hearing and also at the public hearing.

3. Notice of this hearing shall be given by publishing the same twice prior to the hearing in a newspaper circulating in the Township, and also by mailing the notice, as required by Michigan Act 162 of 1962, as amended, Michigan Act 188 of 1954, as amended, and Michigan Act 64 of 1989, as amended, by first-class mail, postage fully prepaid, to each owner of, or party

in interest in, any and all property to be assessed for this improvement in the special assessment district, whose name appears upon the last Township tax assessment records, addressed to each such owner or party at the address as shown on the tax records. The mailing and the first publication shall be at least 10 days before the date of the hearing. The last Township tax assessment records from which such names and addresses are taken shall consist of the last Township assessment roll for ad valorem tax purposes that has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed on that roll. If an owner's name does not appear on the Township tax assessment records, then notice shall be given to the owner at the address shown on the records of the Ottawa County Register of Deeds.

4. All resolutions in conflict in whole or in part are revoked to the extent of such conflict.

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED.

Dated: February 25, 2019.

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 25th day of February 2019. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk



SUPERINTENDENT'S MEMO

DATE: February 7, 2019
TO: Township Board
FROM: Bill Cargo
SUBJECT: Consumer Fireworks Ordinance – Amended State Law

As you are aware, during the December “lame duck” session, the Michigan Legislature limited the use of consumer fireworks to twelve (12) days per year. (*The previous law allows for consumer fireworks to be used for about 30 days each year.*)

Further, consumer fireworks are not permitted after 11:45 p.m. – except for New Year’s Eve that allows fireworks to be utilized until 1:00 a.m.

Additionally, ordinance violations are doubled to \$1,000 – half of which will go to local law enforcement for enforcement.

And finally, if consumer fireworks are banned due to drought or other weather conditions, the ban must be lifted by the local unit within 24 hours of the condition being downgraded and the public must be notified.

Per the instructions from the Board, attached find a proposed ordinance to replace the Township’s current Consumer Fireworks Ordinance. The proposed ordinance includes the provisions under the revised state law; but, also allows consumer fireworks on “Coast Guard Festival Saturday”. (*Please note that this addition is highlighted in “yellow”.*) The City of Grand Haven adopted a substantially similar bill ... but, the City selected not to include Coast Guard Festival Saturday.

The motion below can be used for a first reading ... and provides an option to include or not include the additional day.

Motion to postpone further action on the new Consumer Fireworks Ordinance until the next Board meeting on March 11th, said ordinance (*does/does not*) include Coast Guard Saturday as an additional day. This is a first reading.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE GRAND HAVEN
CHARTER TOWNSHIP CODE OF ORDINANCES BY
REPLACING SECTIONS 35.0700-35.0711 OF ORDINANCE
NO. 515 ENTITLED "FIREWORKS ORDINANCE" IN ITS
ENTIRETY**

**GRAND HAVEN CHARTER TOWNSHIP, COUNTY OF OTTAWA, STATE OF
MICHIGAN, ORDAINS:**

Section 1. Sections 35.0700-35.0711, being the "Fireworks Ordinance" of the Grand Haven Charter Township Code of Ordinances is hereby amended in its entirety to read as follows:

35.0700

**FIREWORKS ORDINANCE
TOWNSHIP OF GRAND HAVEN, MICHIGAN
ord. no. ___ eff. _____**

An Ordinance to regulate the ignition, discharge, and use of consumer fireworks in Grand Haven Charter Township; to establish penalties and sanctions for violations of this ordinance; and to establish an effective date.

THE TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN,
ORDAINS:

35.0701

Sec. 1

DEFINITIONS

The following words and phrases, when used in this Ordinance, shall have the meanings respectively ascribed to them in this Section, except where the context clearly indicates a different meaning.

1. "Alcoholic Liquor" means that term as defined in section 1d of the Michigan Vehicle Code, being Public Act No. 300 of 1949 (MCL 257.1, et seq.).
2. "APA Standard 87-1" means 2001 APA Standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, as published by the American Pyrotechnics Association of Bethesda, Maryland.
3. "Consumer Fireworks" means Fireworks that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States Consumer Product Safety Commission under 16 CFR parts 1500 and 1507, as amended, and that are listed in APA Standard 87-1: 3.1.2, 3.1.3, or 3.5. Consumer Fireworks do not include Low-Impact

Fireworks.

4. "Controlled Substance" means that term as defined in section 8b of the Michigan Vehicle Code, being Public Act No. 300 of 1949 (MCL 257.1, et seq.).
5. "Fireworks" means any composition or device, except a starting pistol, a flare gun, or a flare, designed for the purpose of producing visible or audible effect by combustion, deflagration, or detonation.
6. "Low-Impact Fireworks" means ground and handheld sparkling devices as that phrase is defined in APA standard 87-1: 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.
7. "Minor" means an individual who is less than 18 years of age.
8. "Person" means an individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

35.0702

Sec. 2

**IGNITION, DISCHARGE AND USE OF
FIREWORKS**

1. A Person shall not ignite, discharge, or use Consumer Fireworks except on the following days after 11 a.m.:
 - A. December 31 until 1 a.m. on January 1.
 - B. The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
 - C. June 29 to July 4 until 11:45 p.m. on each of those days.
 - D. July 5, if that date is a Friday or Saturday, until 11:45 p.m.
 - E. The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.
 - F. **Coast Guard Saturday (i.e., the last Saturday of the Grand Haven Coast Guard Festival) until 11:45 p.m.**
2. A Person shall not ignite, discharge, or use Consumer Fireworks if the environmental concerns based on the department of natural resources fire division criteria are elevated to extreme fire conditions or if the

environmental concerns based on the department of natural resources fire division criteria are elevated to very high for 72 consecutive hours and the commanding officer of the fire department, in consultation with the department of natural resources enforces a no burning restriction that includes a ban on the ignition, discharge, and use of consumer fireworks. If a no burning restriction is instituted under this Section, the commanding officer of the fire department enforcing the restriction shall ensure that adequate notice of the restriction is provided to the public.

35.0703 Sec. 3 POSSESSION OF CONSUMER FIREWORKS BY A MINOR

A Minor shall not possess, ignite, discharge, or use Consumer Fireworks.

35.0704 Sec. 4 PROHIBITED CONDUCT

1. A Person shall not ignite, discharge, or use Consumer Fireworks on public property, school property, church property, or the property of any another Person without that Person's express permission to use those Consumer Fireworks on those premises.
2. A Person shall not use Consumer Fireworks or Low-Impact Fireworks while under the influence of Alcoholic Liquor, a Controlled Substance, or a combination thereof.

35.0705 Sec. 5 DETERMINATION OF VIOLATION; SEIZURE

If an Authorized Township Official, as defined in Section 2 of the Code/Ordinance Enforcement Ordinance, Ordinance Number 243, determines that a violation of this Ordinance has occurred, the Authorized Township Official may seize the Consumer Fireworks as evidence of the violation.

35.0706 Sec. 6 LOCAL, STATE, AND FEDERAL REQUIREMENTS

Nothing contained within this Ordinance shall be construed to relieve a Person of any duties and obligations imposed under any local, state or federal laws, rules, regulations, licenses, or permit requirements.

35.0707 Sec. 7 SEVERABILITY AND CAPTIONS

This Ordinance and its various parts, sections, subsections, sentences, phrases, and clauses are severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall not be affected. The captions included at the beginning of each Section are for convenience only and shall not be considered as part of this Ordinance.

35.0708 Sec. 8 ADMINISTRATIVE LIABILITY

No officer, agent, employee, or member of the Township Board shall be personally liable for any damage that may accrue to any Person as a result of any act, decision, or other consequence or occurrence arising out of the discharge of duties and responsibilities pursuant to this Ordinance.

35.0709 Sec. 9 VIOLATIONS

Any person violating the provisions of this ordinance shall be responsible for a municipal civil infraction with a civil fine of \$1,000.00 for each violation of the ordinance. \$500.00 of the fine collected under the ordinance shall be remitted to the local law enforcement agency responsible for enforcing the ordinance. The Township Supervisor, Township Superintendent (Township Manager), an authorized Township official, any law enforcement officer of the Ottawa County Sheriff's Department or the Michigan State Police, and the Township Attorney are authorized to issue municipal civil infraction citations for violations of this Ordinance.

35.0710 Sec. 10 REPEAL

All ordinances or parts of ordinances which are in conflict in whole or in part with any of the provisions of this Ordinance as of the date of this Ordinance are repealed to the extent of such conflict.

35.0711 Sec. 11 EFFECTIVE DATE

This Ordinance was approved and adopted by the Township Board on _____, after its introduction and first reading on _____, and after its publication in the manner provided by Public Act 359 of 1947, as amended. This Ordinance shall take effect 30 days after its publication following adoption.

Section 2. Effective Date. This amendment to the Grand Haven Charter Township Ordinance was approved and adopted by the Township Board of Grand Haven Charter Township, Ottawa County, Michigan on _____, 201__, after introduction and a first reading on March 25, 2019, and after posting and publication following such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall be effective on _____, 201__.

Mark Reenders,
Township Supervisor

Laurie Larsen
Township Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Grand Haven Charter Township Zoning Text Amendment Ordinance was adopted at a regular meeting of the Township Board held on _____, 201___. The following members of the Township Board were present at that meeting: _____. The following members of the Township Board were absent: _____. The Ordinance was adopted by the Township Board with members of the Board _____ voting in favor and _____ members of the Board voting in opposition. Notice of Adoption of the Ordinance was published in the *Grand Haven Tribune* on _____, 201__.

Laurie Larsen, Clerk
Grand Haven Charter Township

EXCERPTS OF MINUTES

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 25th day of February 2019 at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Township Supervisor advised the Township Board that the next order of business was the consideration of the commencement of special assessment district proceedings pursuant to Michigan Act 188 of 1954, as amended, for the acquisition and construction of certain street improvements as set forth in the following Resolution.

After discussion, the following Resolution was offered by _____ and supported by _____:

RESOLUTION #19-02-04

WHEREAS, the Township Board requires the filing of a petition meeting the requirements of Section 3, subsection (3) of Michigan Act 188 of 1954, as amended (“Act 188”), before commencing special assessment proceedings pursuant to Act 188 for street improvements; and

WHEREAS, the Township Board has received petitions requesting that the Township acquire and construct certain street improvements in the Township to be located as hereinafter set forth; and

WHEREAS, the petitions have been signed by the record owners of lands constituting more than 50 percent (*i.e.*62.77 percent) of the frontage in the proposed special assessment district described hereinafter; and

WHEREAS, the Township Board has the power and authority pursuant to Act 188, to proceed to acquire and construct such street improvements and to assess all or a part of the cost thereof to the properties to be benefitted;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN, AS FOLLOWS:

1. The Township Board, acting on the basis of petitions which it has received in accordance with Act 188, tentatively declares that it desires to proceed on the basis of these petition(s) with the acquisition and construction of the following described street improvements and, accordingly, pursuant to Act 188, directs the Township Superintendent to employ the Ottawa County Road Commission, and registered engineers on its engineering staff, to prepare plans describing the street improvements, their location, and their estimated cost. The street improvements shall consist

generally of the following: prime and double chip Warner Street from US-31 east to 160th Avenue, at an appropriate cost of \$75,000.00, plus \$1,000.00 for administrative, legal, and publishing costs.

2. These plans and the estimated cost for the improvement shall be prepared with reference to a proposed special assessment district to consist of lands located in Grand Haven Charter Township, Ottawa County, Michigan.

3. The plans and the estimate of cost for the improvement shall be filed with the Township Superintendent.

4. The Township Board shall meet at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 25th day of March 2019, at 7:00 p.m., local time, to meet, hear, and consider any objections to the above-referenced petition(s), to the proposed street improvements, and to the proposed special assessment district. Notice of the hearing will be given by publishing the same twice prior to the hearing in a newspaper circulating in the Township, and also by mailing the notices, as required by Michigan Act 162 of 1962, as amended, Act 188, and Michigan Act 64 of 1989, as amended, by first-class mail, postage fully prepaid, to each owner of, or party in interest in, any and all property to be assessed for this improvement in the special assessment district tentatively established therefore, whose name appears upon the last Township tax assessment records, addressed to each such owner or party at the address as shown on the tax records; the mailing and the first such publication shall be at least 10 days before the date of the hearing. The last Township tax assessment records from which the names and addresses are taken shall consist of the last Township assessment roll for ad valorem tax purposes that has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed on that roll. If an owner's name does not appear on the Township tax assessment records, then notice was given to the owner at the address shown on the records of the Ottawa County Register of Deeds.

5. All resolutions in conflict with this resolution are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: February 25, 2019

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting of the Township Board held on the 25th day of February 2019. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2018**

WATER

MONTH	WORK ORDERS	METER INSTALLS		REPLACED METERS	REPLACED MXU'S	NEW TAPS		MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS WATER	MILLION GALLONS OF G.R. WATER	G.R. SUPPLIMENTAL WATER
		3/4"	1"			3/4"	1"				
JANUARY	187	3	3	13	129	0	0	0	40.08	1.53	0.00
FEBRUARY									0.00	0.00	0.00
MARCH									0.00	0.00	0.00
APRIL									0.00	0.00	0.00
MAY									0.00	0.00	0.00
JUNE									0.00	0.00	0.00
JULY									0.00	0.00	0.00
AUGUST									0.00	0.00	0.00
SEPTEMBER									0.00	0.00	0.00
OCTOBER									0.00	0.00	0.00
NOVEMBER									0.00	0.00	0.00
DECEMBER									0.00	0.00	0.00
TOTAL YTD	187	3	3	13	129	0	0	0	40.08	1.53	0.00
TOTALS		6				0	0	0			1.53
						5357			41.61		

NOTES:

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	0	0	0	11.14
FEBRUARY				0.00
MARCH				0.00
APRIL				0.00
MAY				0.00
JUNE				0.00
JULY				0.00
AUGUST				0.00
SEPTEMBER				0.00
OCTOBER				0.00
NOVEMBER				0.00
DECEMBER				0.00
TOTAL YTD	0	0	0	11.14
TOTALS		858		

NOTES: