

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MARCH 23, 2020

WORK SESSION – CANCELLED

Please note that Board Discussion/Consideration of Short-Term Rental Regulations will be postponed until such time as the restrictions caused by the COVID-19 crisis are eased. This is done to minimize the size of public gatherings at Township Board meetings.

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 March 9, 2020, Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$240,786.88 (*A/P checks of \$113,434.95 and payroll of \$127,351.93*)
 3. Approve Engineering Agreement with Prein & Newhof for Manhole Inspections and Condition Assessment (*Not-to-Exceed \$20,750*)
 4. Approve Low Bid from Tiles Excavating, Inc. of Nunica for Lakeshore Drive Pathway Reconstruction (*\$397,200.38*)
 5. Approve Low Bid from DeSar Excavating, Inc. for DDA Project 172nd Avenue Storm Water (*\$127,537.75*)
 6. Approve Sale of Surplus Equipment – 1994 Pierce Fire Engine with Associated Loose Equipment (*e.g., hoses, valves, nozzles, etc.*) through Fenton Fire
- VI. JOINT PUBLIC HEARINGS:
 1. MNRTF Development Grant Application
 2. MNRTF Land Acquisition Grant Application
- VII. OLD BUSINESS
 1. Approve Resolution 20-03-02 – MNRTF Development Grant Application
 2. Approve Resolution 20-03-03 – MNRTF Land Acquisition Grant Application
- VIII. NEW BUSINESS
 1. Approve Resolution 20-03-04 – Ballot Language for NORA Millage Request
 2. Approve Hire of Full-Time Firefighter/Paramedic – Robert Whitaker
- IX. REPORTS AND CORRESPONDENCE
 1. Committee Reports
 2. Manager's Report
 - a. February Public Services Report
 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. Please complete Speaker Information Sheet. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MARCH 9, 2020**

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

Board members absent: Behm

Also, present were Manager Cargo and Community Development Director Fedewa.

IV. APPROVAL OF MEETING AGENDA

Motion by Clerk Larsen and seconded by Trustee Redick to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve February 24, 2020, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$552,861.72 (*A/P checks of \$436,209.29 and payroll of \$116,652.43*)
3. Approve FY2020 Road Resurfacing Projects (*2.2 miles at \$475k*)

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

VI. OLD BUSINESS

1. Community Development Director Fedewa provided a PowerPoint presentation on the pending approval of the new Zoning Ordinance.

Motion by Trustee Redick supported by Treasurer Kieft to approve and adopt the New Zoning Ordinance and Zoning Map to be postponed until March 9, 2020 when the ordinance will be considered for adoption. This is a second reading. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent: Behm

2. **Motion** by Clerk Larsen supported by Trustee Gignac to a one-year license agreement with Allied Waste (*dba Republic Services of Muskegon*) for waste collection and hauling services in Grand Haven Charter Township to request a representative to attend a meeting and respond to member question. **Which motion carried**, with Trustee

Meeusen voting no.

VII. NEW BUSINESS

None

VIII. REPORTS AND CORESPONDENCE

- a. Committee Reports
 - i. The Personnel Committee for March will meet on the 17th.
 - ii. The NORA millage proposal will be on the March 23rd Board agenda.
 - iii. Absentee voting has doubled in comparison to previous with 87% of ballots being returned.
- b. Manager's Report, which included:
 - i. February Building Report
 - ii. February Ordinance Enforcement Report
 - iii. 2020 Task List – First Quarter Update
- c. Others

IX. PUBLIC COMMENTS

- 1. Kris Riera (*205 North Division Street, Spring Lake*) discussed SRTs and rules for wells and septic systems.
- 2. Mary Peterson (*11865 Chickory Drive*) discussed the economic benefits of allowing STRs.

X. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Gignac to adjourn the meeting at 7:18 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen

Grand Haven Charter Township Clerk



Mark Reenders

Grand Haven Charter Township Supervisor



SUPERINTENDENT'S MEMO

DATE: March 16, 2020
TO: Township Board
FROM: Cargo
SUBJECT: Approve Proposal for Manhole Condition Assessment

The FY 2020 Sewer budget included monies for an assessment of all **535 sanitary manholes** owned by the Township. The services that the assessment entail include:

1. Capturing a GPS location of the manholes with the Township's Trimble unit.
2. Visually rating the condition of the manhole based on four categories including:
 - ✓ Casting/Cover Condition, Infiltration Rating, Steps Condition, and Structural Condition. (*Manholes will not be entered as part of this initial condition assessment.*)
 - ✓ Condition assessments will also include notes specific to each manhole for any areas of concern such as flow blockage, corrosion, etc. The rating system proposed is based on a Risk of Failure scale from 1-5, with a 1 being a new condition and a 5 being a failed condition.
 - ✓ If further review of manholes is necessary to evaluate areas of concern based on the condition assessment, a zoom camera may be used to get a better look inside of each manhole or those manholes identified for televising by Plummer's if those sections of sewer remain to be televised. This work would be outside of the initial condition assessment scope and would need to be approved by the Township prior to proceeding.
3. Photos of each manhole. Photos will include one showing a general picture of the inside of the manhole, and additional photos of any defects that may be found. Supplemental lighting will be used when necessary, and photos will be limited to the field of view available without entering the manhole.
4. A report of maintenance items including a photo log will be assembled and provided after condition assessments have been made and included in the Township's GIS.
5. Updating the Township's GIS to include all of the data collected as described above.
6. Manholes that are buried or paved over or unable to be located within a reasonable time

frame will be identified and noted for the Township to do additional investigation/uncovering to allow for condition assessment work.

Only manholes owned by the Township will be inspected. Commercial/industrial sampling manholes are being considered as private and are not included in these condition assessments, unless requested.

Attached, please find a letter from the Township's engineering firm regarding the Manhole Condition Assessment project. If the Board agrees, the following motion can be offered:

Motion to authorize the Township Manager to execute an agreement with Prein & Newhof to complete an assessment of 535 manholes within the Township at a cost not-to-exceed \$20,750.

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

March 6, 2020
2190766

William D. Cargo, Superintendent
Grand Haven Charter Township
13300 168th Avenue
Grand Haven, MI 49417

RE: Sanitary Manhole Condition Assessments

Dear Mr. Cargo:

The Township plans to perform condition assessments on all sanitary sewer manholes to provide an accurate and effective schedule for sanitary manhole maintenance and repairs and to update the wastewater collection system asset management plan which identified manhole conditions as a recommended item to complete.

The inventory work completed as part of the sanitary sewer collection system has identified 535 manholes.

Our proposed services are detailed in our March 3, 2020 memo to Mark Verberkmoes and include:

- GPS location of manholes with GHCT's Trimble unit
- Visual rating of manhole condition including casting/cover condition, infiltration rating, steps condition, and structural condition.
- Photos of each manhole
- A report of maintenance items including a photo log incorporated into the Township's GIS
- GIS updates of collected data
- Asset Management Plan update of manhole conditions.

We propose to perform professional services at our normal hourly rates plus expenses billed monthly with the total not-to-exceed \$20,750. We have not included traffic control and would rely on assistance from GHCT in the event that conditions warrant use of an arrow board for high traffic areas.

We will perform these services in accordance with our Professional Service Agreement approved February 26, 2018.

Additional Services

Should additional services be requested by you or required by conditions encountered, we will contact you and obtain your authorization prior to performing such services. The fees for additional engineering services will be established according to our Current Fee Schedule.

Sincerely,

Prein&Newhof



Kevin S. Kieft, P.E.

KSK/ksk

Enclosure(s):None

cc: Mark VerBerkmoes, Grand Haven Charter Township



Manager's Memo

DATE: March 19, 2020
TO: Township Board
FROM: Cargo
RE: Lakeshore Non-Motorized Pathway - Approve Low Bid

As you may recall, the FY2020 Budget appropriates about **\$405k** to repair, replace and resurface a portion of the Lakeshore Drive pathway between Hayes Street and Ferris Street and to repair/replace sections of retaining walls and fencing.

Five (5) bids were opened on Tuesday (*i.e.*, *March 17th*) with the low bid being **\$397,200.38**. This is about **\$7,800 (or 1.9%) under budget**. The low bid was from Tiles Excavating, Inc. out of Nunica. (*See bid tabulation summary.*)

Prein and Newhof note that Tiles Excavating, Inc. has worked successfully with other local municipalities on similar projects in the area. Based on the above, the Township's engineer recommendation is to award of the project to Tiles Excavating, Inc.

If there are no objections to the low bid received, the following motion can be offered:

Move to authorize Superintendent Cargo to execute a construction agreement with Tiles Excavating, Inc. in the amount of \$397,200.38 to repair, replace and resurface a portion of the Lakeshore Drive pathway between Hayes Street and Ferris Street.

If you have any questions or comments, please contact Cargo.

Bid Tabulation Summary

Bid Date: March 17, 2020	Bid Time (Local): 10:00 AM
Owner: Grand Haven Charter Township	
Project Title: Lakeshore Drive Non-Motorized Pathway Reconstruction-Ferris St to Hayes St	
Project #: 2190764	

Number	Contractor Name	Bid Amount
1st	Tiles Excavating 16958 144th Ave, Nunica, MI 49448	\$397,200.38
2nd	Kamminga & Roodvoets 3435 Broadmoor SE, Grand Rapids, MI 49512	\$410,702.45
3rd	Schmidt Bros Excavating 16064 Winans Street, Grand Haven, MI 49417	\$414,730.70
4th	Weick Brothers, Inc 3029 Weick Drive, Hopkins, MI 49328	\$452,207.70
5th	Al's Excavating 4515 134th Ave, Hamilton, MI 49419	\$489,375.00



Manager's Memo

DATE: March 19, 2020
TO: Township Board
FROM: Cargo
RE: DDA 172nd Storm Water Project - Approve Low Bid

As you may recall, the FY2020 Budget appropriates about **\$190k** to replace 317 feet of storm drain along 172nd Ave.

Three (3) bids were opened on Thursday (*i.e., March 19th*) with the low bid being **\$127,537.75**. This is about **\$62,462 (or 33%) under↓ budget**. The low bid was from DeSal Excavating in Zeeland. (*See bid tabulation summary.*)

Prein and Newhof note that DeSal Excavating, Inc. has worked successfully with Grand Haven Charter Township on the utility and site work at the Speedway project at 172nd Avenue and Hayes Street, as well as with other local municipalities in the area. Based on the above, Prein & Newhof recommends awarding the bid to DeSal Excavating, Inc.

If there are no objections to the low bid received, the following motion can be offered:

Move to authorize Superintendent Cargo to execute a construction agreement with DeSal Excavating, Inc. in the amount of \$127,537.75 to replace a portion of storm water drain along 172nd Avenue.

If you have any questions or comments, please contact Cargo.

Bid Tabulation Summary

Bid Date: March 19, 2020	Bid Time (Local): 10:00 AM
Owner: Grand Haven Charter Township	
Project Title: 172nd Storm Sewer Improvements	
Project #: 2190340	

Number	Contractor Name	Bid Amount
1st	DeSal Excavating 3626 80th Avenue , Zeeland, MI 49464	\$127,537.75
2nd	Al's Excavating 4515 134th Avenue, Hamilton, MI 49419	\$168,786.00
3rd	Kamminga & Roodvoets 3435 Broadmoor Ave, Grand Rapids, MI 49512	\$212,180.50



Fire/Rescue Memo

DATE: March 16, 2020

TO: Grand Haven Charter Township Board of Trustees

FROM: Captain Shrader

RE: Sale of Surplus Equipment – 1994 Pierce Fire Truck with Loose Equipment

As you are aware, Fire Rescue took delivery of a 2020 Seagrave Engine. Therefore, I am requesting the sale of surplus equipment (*i.e.*, 1994 Pierce Engine). The engine's estimated value is \$18,000. The department expects to receive between \$16,000 and \$20,000 for the truck. There is also surplus loose equipment that would be sold with the truck. The loose equipment will likely make the truck's price more appealing to the potential buyer.

We are asking the Board to approve a negotiated sale through a sales contract with Fenton Fire Equipment Inc. (*i.e.* Fenton would receive 10% of the final sale price). Grand Haven Township has used Fenton to sell our 1997 Ford rescue truck and received \$3,300 over the asking price. Fenton also sold our 1985 rescue tool for \$800 over the asking price and our 1985 Tanker for \$2,000 over asking price. We have been very satisfied with the service and outcome of the previous sales.

If the Board supports the recommendation, the following motion could be offered:

Motion to authorize Grand Haven Township Fire Rescue to enter into a sales contract with Fenton Fire Equipment for the sale of the 1994 Pierce Engine and the associated loose equipment.



Community Development Memo

DATE: March 17, 2020
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: MNRTF Development Application – Hofma Park & Preserve

BACKGROUND

As you know, the Township expanded the Hofma Park and Preserve over the last few years. In 2019, the Township applied for a Michigan Natural Resources Trust Fund (MNRTF) development grant, but was not selected for funding.

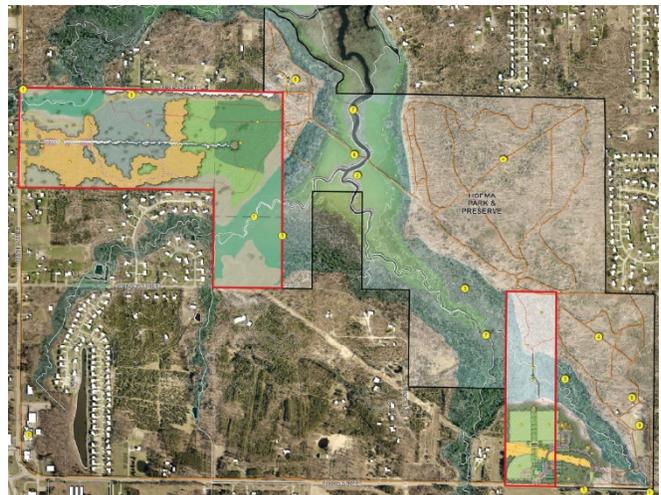
Staff are proposing to reapply for the MNRTF grant in 2020 with the same scope of work.

PROPOSED GRANT APPLICATION

The 2020 Priority Project Types of the MNRTF Board include trails, and regionally significant projects. For this reason, staff chose to focus on the trail network instead of amenities, and continues to follow the Hofma Vision.

Witteveen

A parking lot will be installed on 168th Avenue. This enables users to park and use the Hofma trails, the Township’s pathway system, and even to use the regional routes—U.S. Bike Route 35 and Idema Explorers Trail.



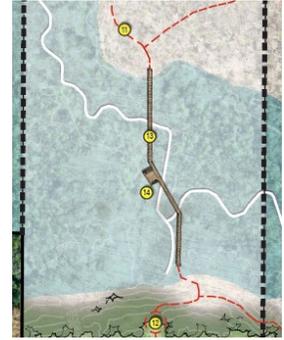
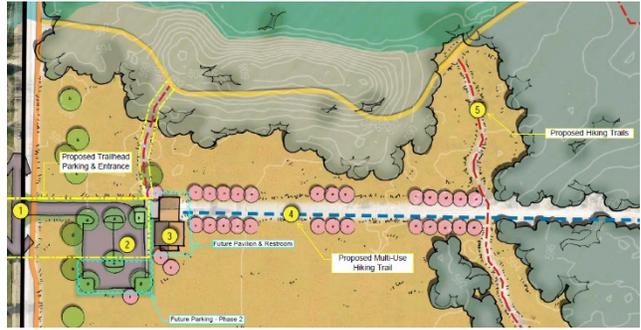
Trails are proposed at a minimum width of 8-feet and will use a chips & fines aggregate to create a hard surface, so everyone can use the new trails—even wheelchairs, baby strollers, wagons, etc.

The DNR indicated a nominal portion of the forest restoration can occur along the new trails. Meaning, the application includes grubbing and tree removal, as well as planting native wildflowers

and trees. This is proposed to be 40-foot wide and will help soften the appearance of the area when the rest of the old Christmas tree farm is removed.

Wolfe

The main feature on the Wolfe property will be a 10-foot wide boardwalk with a 400 sqft overlook to view the Hemlock grove. This 625-foot long boardwalk will span the wetland and floodplain areas, which encumber the northern 2/3 of the property. The new hiking trails will create additional connections within the park.



Engineer's Cost Estimate

Witteveen		Wolfe	
Hiking Trail	\$115,992	Hiking Trail	\$32,213
Trailhead Parking & Drive	\$146,760	Boardwalk	\$385,750
Site Amenities	\$37,100	Site Amenities	\$6,400
Site Utilities	\$35,000	Sub-Total	\$424,363
Sub-Total	\$334,852		

DNR Recognition Sign	\$300
Permitting	\$1,000
Engineering & CA (15%)	\$113,882.18
Grand Total	\$874,396.68

The MNRTF provides up to \$300,000 for development applications, and requires a minimum 25% match (\$218,600), but because the Township will pay for all costs above and beyond the grant award the true match amount would be \$574,400.

SAMPLE MOTION

If the Board agrees with the proposed grant application and the required matching monies, the following motion can be offered:

Motion to approve Resolution 20-03-02 that supports the submission of a Michigan Natural Resource Trust Fund development application for Hofma Park and Preserve.

Please contact me if this raises questions.

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 23rd day of March 2020, at 7:00 p.m., local time.

After certain matters of business had been completed, Supervisor Reenders announced the next order of business was the consideration of a Resolution to Approve the 2020 Michigan Natural Resources Trust Fund Development Grant Application.

The proposed resolution was discussed by the members of the Board, and after discussion was completed the following resolution was offered by _____ and seconded by _____.

**GRAND HAVEN CHARTER TOWNSHIP
RESOLUTION 20-03-02**

**RESOLUTION APPROVING THE
MNRTF DEVELOPMENT GRANT APPLICATION**

WHEREAS, Grand Haven Charter Township supports the submission of an application titled “Hofma Park and Preserve – Trail Expansion and Universal Design” to the Michigan Natural Resources Trust Fund for the development of Hofma Park and Preserve; and

WHEREAS, the proposed application is supported by the Community’s 5-Year Parks and Recreation Plan; and

WHEREAS, Grand Haven Charter Township is hereby making a financial commitment to the project in the amount of \$574,400 matching funds in cash; and

NOW, THEREFORE BE IT RESOLVED that Grand Haven Charter Township hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000; and further resolves to make available its financial obligation amount of \$574,400 (75%) of a total \$874,400 project cost during the 2020-2021 fiscal years.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED APPROVED ON MARCH 23, 2020.

Laurie Larsen, Clerk
Grand Haven Charter Township

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 the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 23rd day of March 2020. 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, Clerk
Grand Haven Charter Township



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: March 17, 2020
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: MNRTF Land Acquisition Application – Groesbeck

BACKGROUND

In May 2019, Meritt Bethig was contacted by neighbors on Groesbeck who asked if he would allow a footpath from Hofma Park and Preserve to Groesbeck Street. Bethig indicated he is ready and willing to sell the property for fair market value to allow the Township to expand Hofma and create a northern entrance.

GRANT FACTS

Bethig's property is comprised of 2 parcels, see attached aerial map. There is evidence that footpaths connecting this land to Hofma have been utilized for many years and acquiring this land would incorporate these paths into the park system.

The 10.3 acre parcel is vacant land and mostly wooded. On the 5.4 acre parcel there is a single family dwelling with several outbuildings. If the Township is selected for funding these structures must be demolished within 90 days.

The MNRTF Land Acquisition grant application is for a total of \$328,400 with the Township only contributing 25% of that amount of \$82,100. However, the actual amount the State of Michigan and Township can pay will ultimately be based on an appraisal done after the grant if it is approved in late 2020 or early 2021.

The actual purchase of the property would not occur for about 16± months (*i.e., during Fiscal Year 2021*). GHT will be required to pay the entire amount of the final purchase price up front, and then receive a 75% reimbursement from the State.

SAMPLE MOTION

Motion to approve Resolution 20-03-03 that supports the submission of a Michigan Natural Resource Trust Fund land acquisition application to expand Hofma Park and Preserve.

Proposed Land Acquisition Map Bethig - Groesbeck Street



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 23rd day of March 2020, at 7:00 p.m., local time.

After certain matters of business had been completed, Supervisor Reenders announced the next order of business was the consideration of a Resolution to Approve the 2020 Michigan Natural Resources Trust Fund Acquisition Grant Application.

The proposed resolution was discussed by the members of the Board, and after discussion was completed the following resolution was offered by _____ and seconded by _____.

**GRAND HAVEN CHARTER TOWNSHIP
RESOLUTION 20-03-03**

**RESOLUTION APPROVING THE
MNRTF ACQUISITION GRANT APPLICATION**

WHEREAS, Grand Haven Charter Township supports the submission of an application titled “Hofma Park and Preserve – Land Acquisition Project” to the Michigan Natural Resources Trust Fund for the expansion of Hofma Park and Preserve; and

WHEREAS, the proposed application is supported by the Community’s 5-Year Parks and Recreation Plan; and

WHEREAS, Grand Haven Charter Township is hereby making a financial commitment to the project in the amount of \$82,100 matching funds in cash; and

NOW, THEREFORE BE IT RESOLVED that Grand Haven Charter Township hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$246,300; and further resolves to make available its financial obligation amount of \$82,100 (25%) of a total \$328,400 project cost during the 2020-2021 fiscal years.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED APPROVED ON MARCH 23, 2020.

Laurie Larsen, Clerk
Grand Haven Charter Township

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 the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 23rd day of March 2020. 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, Clerk
Grand Haven Charter Township

SUPERINTENDENT'S MEMO

DATE: March 19, 2020

TO: Township Board

FROM: Cargo

SUBJECT: North Ottawa Recreation Authority (NORA) – Millage Request

Attached, please find (1) an email the Director of NORA regarding a proposed millage request; and, (2) a resolution scheduling the NORA millage election for the August Primary for a ¼ mill tax for 2021 through 2026. If approved, the 0.25 Museum millage will generate about **\$217,800** from Township taxpayers during the first year.

The Board has an informal policy whereby the passage of any millage request is allowed to be decided by the voters. Therefore, the only substantive issue is when the election should be scheduled.

Because the same renewal question will also be decided by the other member units of NORA during the August Primary election and because the NORA wants to run a single “*Millage Campaign*”, NORA is requesting the millage request ballot be placed on the August Primary ballot. Staff have no objections to this request.

If you support the millage renewal request as proposed, the following motion can be offered:

Move to approve Resolution 20-03-04, which places a ballot proposal on the August 2020 primary election for a 0.25 mill tax to be levied on-behalf of and collected for the North Ottawa Recreation Authority.

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

From: [Chris Vanhekken](#)
To: [Craig Bessinger](#); [Pat McGinnis](#); [Bill Cargo](#); [Kathy Kuck](#); [Andy Ingall](#)
Subject: NORA Millage
Date: Friday, February 14, 2020 9:22:11 AM

All,

First of all I want to thank you for all the support that you have shown for NORA over the years. Without the support that NORA has received from your community, NORA would not be able to offer the programs and events it does today.

At our January NORA board meeting, the board signed a resolution for an Operational Millage (.25 Mills) that we are requesting for consideration within your municipality. Today I am sending in the mail a copy of the resolution letter, proposed ballot language and a brief letter from NORA regarding our proposed millage. Please review the documents with your municipal attorney and respective boards or councils for consideration. We are targeting the August 4, 2020 primary election for our millage.

The purpose of the Operational Millage will accomplish a few things:

1. Remove the allocation expense from the municipalities
2. Allow NORA to reduce programming costs/expenses
3. NORA would become less reliant on GH schools for gym time/space
4. Provide for updated equipment & additional field services at our parks
5. Allow NORA to expand our Rec Summer School footprint in the future

These are a few of the things that having an Operational Millage would allow NORA to do immediately. I would welcome the opportunity to meet with you to discuss our plan.

Once you have received the information from me, please let me know if you have any questions or would like additional information.

Regards,

--

Chris Van Hekken
Director
Northwest Ottawa Recreation Authority
616-850-5128
www.norarec.org



Mr. William Cargo, Superintendent/Manager
13300 168th Avenue
Grand Haven, MI. 49417

February 12, 2020

Dear Mr. William Cargo and Township Board:

The North Ottawa Recreation Authority respectfully requests that Grand Haven Township pass a resolution allowing NORA to place a millage request on the August 4, 2020 primary ballot. The purpose of this millage would be to provide recreational services and opportunities for those residing within the the City of Ferrysburg, the City of Grand Haven, Grand Haven Charter Township, and Robinson Township through the operations of the Northwest Ottawa Recreation Authority.

Attached is our ballot proposal for consideration by your council. Please review and advise if any revisions or corrections should be made. Also attached is a copy of the resolution passed by the NORA Board.

Please let me know what meeting this will be on the agenda so that I, or a board representative, can be in attendance. If you have any questions, please do not hesitate to call me. Thank you for honoring this request.

Sincerely,



Chris Van Hekken
Director

Building community through people, parks and recreational opportunities

City of Ferrysburg • City of Grand Haven • Grand Haven Charter Township • Robinson Township • Grand Haven Area Public Schools

1415 Beechtree St.

Grand Haven, MI 49417

P: 616 | 850-5125

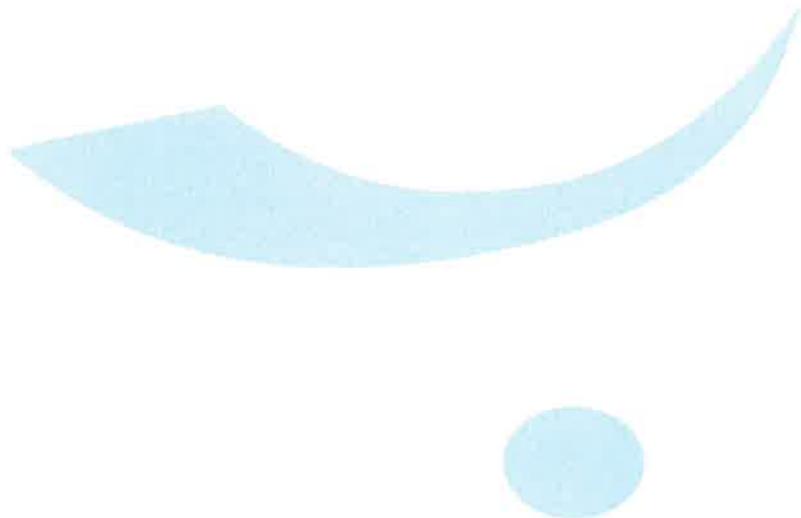
www.norarec.org

Proposed Ballot Language

Shall a millage of .25 mill (\$0.25 per \$1,000 of taxable value) be placed upon all property assessed for taxes in the Township of Grand Haven, Ottawa County, Michigan, for a period of six (6) years for levy in the years 2021 through 2026, inclusive, to be paid to the Northwest Ottawa Recreation Authority for managing the operations of the business of the Northwest Ottawa Recreation Authority, as authorized by Public Act No. 321 of 2000, as amended, which levy is estimated to raise \$* in the first year of the levy, and shall the Township be authorized to levy said tax?

Ballot explanation

This new millage would replace the funding provided by the Township of Grand Haven to the Northwest Ottawa Recreation Authority out of the general fund if all municipalities in the Northwest Ottawa Recreation Authority approve this millage.



Building community through people, parks and recreational opportunities

City of Ferrysburg • City of Grand Haven • Grand Haven Charter Township • Robinson Township • Grand Haven Area Public Schools



Resolution of the NORA Board of Directors, January 23, 2020

Motion made by: Ron Redick

Seconded by: Kathy Kuck

Whereas, the Northwest Ottawa Recreation Authority provides services to citizens residing within the following municipalities within Ottawa County: City of Ferrysburg, Grand Haven Charter Township, City of Grand Haven and Robinson Township (Grand Haven School district residents).

Whereas the Board of Directors of the Northwest Ottawa Recreation Authority desires to present to the voters within the service area a millage proposition requesting a 1/4 mill for six years.

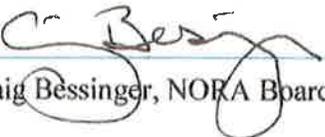
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTHWEST OTTAWA RECREATION AUTHORITY, OTTAWA COUNTY, MICHIGAN, AS FOLLOWS:

1. The Board of Directors hereby accepts the proposal to present to the residents within the service area of the Northwest Ottawa Recreational Authority a ballot proposition requesting a operational millage of 1/4 mill for six years.
2. The Board of Directors hereby requests that the above mentioned municipalities adopt a resolution approving language to be placed on the August 2020 primary election ballot, pursuant to which the individuals residing within the specific jurisdictions be requested to consider approval of 1/4 mill for six years (2021 – 2026 inclusive) for the purpose of providing millage to the Northwest Ottawa Recreational Authority for operating expenses.
3. That all resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

Yes: Taylor Schriber, Ron Redick, Eric Hayward, Rebecca Hopp, Geri McCaleb, Chris Streng,
Ryan Cummins, Kathy Kuck, Mary Jane Belter, Craig Bessinger

No: NONE

Resolution Declared Adopted January 23, 2020



Craig Bessinger, NORA Board Chair

Building community through people, parks and recreational opportunities

City of Ferrysburg • City of Grand Haven • Grand Haven Charter Township • Robinson Township • Grand Haven Area Public Schools

EXCERPTS OF MINUTES

At a regular meeting of the Township Board of the Grand Haven Charter Township, Ottawa County, Michigan, held at the Township Hall at 13300 - 168th Avenue, Grand Haven, Michigan, on the 23rd day of March 2020, at 7:00 p.m., local time.

PRESENT:

ABSENT:

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

RESOLUTION 20-03-04

WHEREAS, the Township desires to place before its electors at the August 4, 2020, presidential primary election a NORA millage proposal;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The following proposition shall be submitted to the qualified electors of Grand Haven Charter Township, Ottawa County, Michigan, at an election held on Tuesday, August 4, 2020:

Northwest Ottawa Recreation Authority Millage Proposal

Shall a new millage be levied by the Charter Township of Grand Haven, Ottawa County, Michigan, in excess of the 15 mill tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution on general ad valorem taxes, at the amount of on all property assessed for taxes, at the amount of 0.25 mill (\$0.25 per \$1,000 of taxable value) for a period of six years (2021 through 2026, inclusive), to be paid to the Northwest Ottawa Recreation Authority for the purpose of providing recreational services to citizens, which levy is estimated to raise \$217,800 in the first year of the levy, and shall the Charter Township of Grand Haven be authorized to levy said tax?

(To the extent required by law, a small portion of the tax levy will be captured by and disbursed to the Brownfield Redevelopment Authority and/or the Downtown Development Authority of the Charter Township of Grand Haven.)

Yes No

2. The Township Clerk is authorized and directed to timely certify this resolution, containing the NORA Recreation Millage Proposal, to the County Clerk for the County of Ottawa, Michigan.

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

YES:

NO:

RESOLUTION DECLARED AND ADOPTED.

DATED: March 23, 2020

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of Grand Haven Charter Township, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 23rd day of March, 2020. 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



Administrative Memo

TO: Township Board
FROM: Chief Tom Gerencer and Andrea Dumbrell
DATE: March 18, 2020
RE: Full-Time Firefighter/Paramedic Hire - Whitaker

In March 2020, Township staff reviewed applications received for the open Full-Time Firefighter/Paramedic position; conducted interviews with five, internal candidates; and, completed testing with the five candidates for Firefighter I and II, EMT, and Incident Command skills.

The interview panel consisted of Fire/Rescue Chief Gerencer, Captain Schrader, Lieutenant Marshall, Lieutenant Schweitzer, Community Development Director Fedewa, Human Resources Director Dumbrell, and Lieutenant Wright of the Grand Haven Department of Public Safety.

Some of the specific knowledge, skills, and experience the interview panel looked for, when evaluating candidates, were:

- Michigan Firefighter Training Council Firefighter I and II,
- Current State of Michigan Licensure as Paramedic, within 12 months of hire,
- Hazardous Materials Awareness and Operations Certification,
- Michigan Firefighter Training Council Emergency Vehicle Driver Training Certification,
- Minimum of one (1) year experience in firefighting/rescue work,
- Blue Card Incident Command Certification, within 12 months of hire; and,
- Michigan Firefighter Training Council Fire Officer I, II, and III, within 24 months of hire.

After review of the interviews, and discussion with the interview panel, there was consensus to offer the Firefighter/Paramedic position to Robert Whitaker. Mr. Whitaker currently works full-time as a Paramedic with Life EMS and has worked part-time for GHCT's Fire/Rescue Department since 2016. His experience also includes 30+ years as a paramedic, during which time he served as a field training officer, operations supervisor, flight medic, and medical base supervisor.

The Administration and Fire/Rescue Departments, at Grand Haven Charter Township, look forward to working with Mr. Whitaker, and we believe his knowledge, skills, and experience will be valuable assets to our Township.

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. Whitaker, the following motion could be offered for consideration:

Move to approve the hire of Robert Whitaker as a Full-Time Firefighter/Paramedic, effective immediately.

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

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2020**

WATER

MONTH	WORK ORDERS	METER		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	100	4	6	20	2	4	2	0	32.04	0.82	0.00	
FEBRUARY	170	1	5	2	121	2	1	0	28.69	0.69	0.00	
MARCH								0	0.00	0.00	0.00	
APRIL								0	0.00	0.00	0.00	
MAY								0	0.00	0.00	0.00	
JUNE								0	0.00	0.00	0.00	
JULY								0	0.00	0.00	0.00	
AUGUST								0	0.00	0.00	0.00	
SEPTEMBER								0	0.00	0.00	0.00	
OCTOBER								0	0.00	0.00	0.00	
NOVEMBER								0	0.00	0.00	0.00	
DECEMBER								0	0.00	0.00	0.00	
TOTAL YTD	270	5	11	22	123	6	3	0	60.73	1.50	0.00	
TOTALS			16				9				1.50	
							5434			62.24		

NOTES: Installed 1 1/2" & 2" meters - Building E Lakeshore Flats

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	3	2	0	9.64
FEBRUARY	3	4	0	8.41
MARCH			0	0.00
APRIL			0	0.00
MAY			0	0.00
JUNE			0	0.00
JULY			0	0.00
AUGUST			0	0.00
SEPTEMBER			0	0.00
OCTOBER			0	0.00
NOVEMBER			0	0.00
DECEMBER			0	0.00
TOTAL YTD	6	6	0	18.04
TOTALS		864		

NOTES: