

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, NOVEMBER 13, 2023

WORK SESSION – 5:30 p.m.

Supervisor Reenders called the work session meeting of the Grand Haven Charter Township Board to order.

Manager Cargo provided an overview of the proposed 2024 Fiscal Year budget just over \$38.54 million because of the number of major capital construction projects. Further, although expenditures exceed revenues, the FY2024 budget is “balanced” since the fund balances or cash reserves will remain positive in each of the funds – totaling about \$13.27 million at the end of FY2024.

Although GHT adopts a single budget resolution each year, the total budget is sixteen (16) separate budgets — one for each of the Township's Funds. With few exceptions, monies from one Fund cannot be transferred to other Funds, unless there is a specific service received.

Some of the highlights from the budget include the following:

- ✓ \$11.04 million to construct a new Fire/Rescue station near Ferris Street and 168th Avenue. *(About \$695k was already spent in 2023 on engineering costs, architectural fees, and equipment purchase with long lead times.)*
- ✓ \$6.25 million to construct a third water transmission main from the North Ottawa Water System (NOWS) treatment plant into the Township.
- ✓ \$3.25 million to extend municipal water from the west-side of US-31 at Buchanan Street to the eastside *(i.e., bore & jack the railroad and highway to allow for the future extension of water along the highway and Buchanan Street).*
- ✓ \$1.71 million will be spent to support the operations of the Fire/Rescue Department, which will respond to an estimated 1,500 emergency runs during 2024.
- ✓ \$636k will be spent to supplement the work of the Ottawa County Sheriff's Department, paying for a portion of five (5) deputies that work exclusively within the Township.
- ✓ \$1.51 million for transportation activities, including:
 - ◆ \$569k for Harbor Transit on-demand bus service.
 - ◆ \$900k to supplement the work of the Road Commission and re-surface certain subdivision streets.
 - ◆ \$36k for three dust control treatments on gravel roads.
- ✓ \$1.39 million for maintenance of the 40 miles of pathways, sidewalks, and boardwalks, including resurfacing the Lakeshore Drive pathway from Buchanan Street to the Little Pigeon boardwalk.
- ✓ \$210k will be spent on four elections — the Presidential Primary election, the May school election, the August Primary election, and the November General election.

- ✓ \$679k will be allocated to maintain the Township parks.
- ✓ \$245k to maintain and operate the Township's two cemeteries.
- ✓ \$132k for street lighting.
- ✓ \$109k for storm drain maintenance.
- ✓ \$1.39 million to operate the sanitary sewer system including treating an estimated 121 million gallons of sewage and the replacement of about 1,540' of sewer force main on Ferris Street that have been corroded by sewer gas (*i.e., hydrogen sulfide, ammonia, and methane*).
- ✓ \$2.63 million to operate the water distribution system including \$861k to purchase 781 million gallons of water.
- ✓ \$424k for the operation and maintenance of the Township's Information Technology (IT) system.
- ✓ \$1.44 million for debt payments on outstanding bonds.
 - Trustee Wagenmaker stated his preference to establish an account to pave gravel roads, putting a set amount of funds each year into the Transportation Fund.
 - Assistant Manager Sherwood noted that the Spongy Moth egg mass survey was completed and that about 3,000 acres have significant infestation. Spray costs will be about \$75 per acre. This will be discussed in December or January.
 - Supervisor Reenders noted that the Christian Reformed Conference Grounds sewer connection project must account for RV dumping their sewage tanks at the facility.
 - Treasurer Kieft wanted to see improvements made at Mercury Park targeted for younger children.
 - Manager Cargo noted that the "*Truth in Budgeting*" public hearing is scheduled for Monday, November 27th at 7:00 p.m.

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Grand Haven Charter Township Board was called to order at 7:00p.m.

II. PLEDGE TO THE FLAG

III. ROLL CALL

Board members present: Reenders, Behm, Larsen, Meeusen, Wagenmaker, and Kieft
Board members absent: Redick

Also present were Manager Cargo, Assistant Manager Sherwood, Finance Director Sandoval, Deputy Treasurer Larrison, Fire/Rescue Chief Schrader, and Public Services Director Chappell.

IV. APPROVAL OF MEETING AGENDA

Motion by Trustee Meeusen and seconded by Trustee Wagenmaker to approve the meeting agenda. **Which motion carried.**

V. CONSENT AGENDA

1. Approve October 23, 2023, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$680,432.68 (*A/P checks of \$528,384.08 and payroll of \$152,048.60*)

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

VI. PUBLIC HEARING

Supervisor Reenders opened the Joint Special Assessment Public Hearing on Special Assessment rolls for Police Services, Sewer, Storm Drains, Delinquent Water and/or Sewer Payments, and Street Lighting 7:02 p.m.

Deputy Treasurer Larrison provided an overview of the five (5) proposed Special Assessment Rolls noting that total estimated collection is \$733,887.01.

There being no public comments, Supervisor Reenders closed the public hearing at 7:03 p.m.

VII. OLD BUSINESS

1. **Motion** by Trustee Meeusen supported by Trustee Wagenmaker to approve and adopt Resolution 23-11-01 approving the special assessment roll for police services in the amount of \$557,983.11 for FY2024. **Which motion carried** pursuant to the following roll call vote:

Ayes: Larsen, Wagenmaker, Kieft, Meeusen, Behm, Reenders

Nays:

Absent: Redick

2. **Motion** by Treasurer Kieft supported by Trustee Wagenmaker to approve and adopt Resolution 23-11-02 approving the special assessment roll for sewer services in the amount of \$1,328.95 for FY2024. **Which motion carried** pursuant to the following roll call vote:

Ayes: Behm, Wagenmaker, Meeusen, Kieft, Reenders, Larsen

Nays:

Absent: Redick

3. **Motion** by Clerk Larsen supported by Trustee Wagenmaker to approve and adopt Resolution 23-11-03 approving the special assessment roll for storm sewer districts in the amount of \$50,522.71 for FY2024. **Which motion carried** pursuant to the following roll call vote:

Ayes: Kieft, Reenders, Meeusen, Behm, Wagenmaker, Larsen

Nays:

Absent: Redick

4. **Motion** by Trustee Meeusen supported by Trustee Behm to approve and adopt

Resolution 22-11-04 approving the special assessment roll for delinquent utility bills in the amount of \$3,770.76 for FY2024. **Which motion carried** pursuant to the following roll call vote:

Ayes: Wagenmaker, Larsen, Kieft, Reenders, Behm, Meeusen

Nays:

Absent: Redick

5. **Motion** by Treasurer Kieft supported by Trustee Wagenmaker to approve and adopt Resolution 22-11-05 approving the special assessment roll for street lighting in the amount of \$120,281 for FY2024. **Which motion carried** pursuant to the following roll call vote:

Ayes: Meeusen, Behm, Larsen, Kieft, Wagenmaker, Reenders

Nays:

Absent: Redick

6. **Motion** by Clerk Larsen supported by Trustee Behm to approve and adopt Resolution 23-11-06 approving the proposed November budget amendments for fiscal year 2023. **Which motion carried** pursuant to the following roll call vote:

Ayes: Reenders, Kieft, Behm, Meeusen, Larsen, Wagenmaker

Nays:

Absent: Redick

7. Discussion was held regarding contributing to the Community Energy Plan (CEP) being completed on behalf of the Board of Light and Power (BLP).

- John Kinch (*1523 Pineridge Drive, City of Grand Haven*) is the contractor for the CEP and offered a brief overview of the benefits of the plan.
- Thomas O'Bryan (*16979 Buchanan Street*) supported the Township funding the CEP at the \$15k level.
- Deanne Brink (*14635 Indian Trails*) supported the Township funding the CEP at the \$15k level.
- Steve Negan (*433 Slayton, City of Grand Haven*) owns a business within the Township and supported the Township funding the CEP at the \$15k level.
- John Leitner (*14466 Angelus Circle*) supports the CEP process and see the benefits for the region.
- Ryan Cotton (*515 Park Avenue, City of Grand Haven*) discussed the benefits of the CEP for the BLP service area.

Motion by Treasurer Kieft supported by Clerk Larsen to approve the contribution of \$15,000 toward the development of a local Community Energy Plan. **Which motion failed** pursuant to the following roll call vote:

Ayes: Reenders, Larsen, Kieft

Nays: Meeusen, Wagenmaker, Behm

Absent: Redick

Motion by Treasurer Kieft supported by Clerk Larsen to approve the contribution of \$11,000 toward the development of a local Community Energy Plan. **Which motion carried** pursuant to the following roll call vote:

Ayes: Reenders, Larsen, Behm, Kieft

Nays: Meeusen, Wagenmaker
Absent: Redick

VIII. NEW BUSINESS

1. **Motion** by Clerk Larsen and seconded by Trustee Behm to approve Resolution 23-11-07 naming a portion of an un-named tributary of Alder Creek “Dad’s Creek” and informing the County GIS of the change. **Which motion carried** as indicated by the following roll call vote:
Ayes: Larsen, Wagenmaker, Kieft, Meeusen, Behm, Reenders
Nays:
Absent: Redick
2. **Motion** by Trustee Behm and seconded by Trustee Wagenmaker to authorize the purchase of a Station Alerting System from Westnet in the amount not-to-exceed \$143,316 for both the station and dispatch equipment payable from the Fire Station Construction Fund. Ottawa County Central Dispatch Authority, Holland Public Safety Services Department, and Grand Haven Charter Township will each pay one-third of the equipment costs needed at OCCDA. **Which motion carried.**
3. The evaluation for Superintendent Cargo – which will be in a Closed Session pursuant to a typical request from Superintendent Cargo and pursuant to the Open Meetings Act – was scheduled for December 11th Work Session.

IX. REPORTS & CORRESPONDENCE

1. Committee Reports
2. Manager’s Report
 - a. October Building Report
 - b. October Enforcement Report
 - c. October Public Services Report
 - d. September Legal Update
3. Other

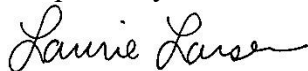
X. PUBLIC COMMENTS

None.

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:48 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen
Grand Haven Charter Township Clerk



Mark Reenders
Grand Haven Charter Township Supervisor