



**GRAND HAVEN CHARTER TOWNSHIP
BOARD AGENDA
Monday, February 28, 2022**

WORK SESSION – 6:30 p.m. (Note the later start time.)

Closed Session – Consideration of Land Acquisition

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 14, 2022, Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$370,661.38 (*A/P checks of \$244,453.92 and payroll of \$126,207.46*)
 3. Approve Dust Control
 4. Approve Sale/Disposal of Surplus Equipment – Fire/Rescue EOL Portable Radios
- VI. OLD BUSINESS
 1. Second Reading – Chittenden Rezoning from AG to Rural Residential.
- VII. NEW BUSINESS
 1. Approve Resolution 22-02-03 – Accepting Written Appeals at Board of Review
- VIII. REPORTS & CORRESPONDENCE
 1. Committee Reports
 2. Manager’s Report
 3. Other
- IX. PUBLIC COMMENTS – (*Non-Agenda Items*)
- X. ADJOURNMENT

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.

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, FEBRUARY 14, 2022**

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, Redick, Wagenmaker, Meeusen, Reenders

Board members absent: Behm

Also present were Manager Cargo, and Senior Planner Thibault.

IV. **APPROVAL OF MEETING AGENDA**

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

V. **APPROVAL OF CONSENT AGENDA**

1. Approve January 24, 2022, Regular Board Minutes
2. Approve January 31, 2022, Special Board/Planning Commission Minutes
3. Approve Payment of Invoices in the amount of \$593,064.88 (*A/P checks of \$339,922.50 and payroll of \$253,142.38*)
4. Approve Low Bid from CopperRock Construction for the Initial Phase of Schmidt Heritage Park (*\$5,564,317*)
5. Approve 2022 Street Re-Surfacing Plans (*\$576,705*)

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

VI. **OLD BUSINESS**

1. **Motion** by Trustee Redick supported by Trustee Meeusen to approve and adopt Resolution 22-02-01 that adopts the new Section 11.4 “Hydrant Rental” of the Administrative Policies and Procedures Manual. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent: Behm

2. **Motion** by Trustee Wagenmaker supported by Trustee Meeusen to approve and adopt Resolution 22-02-02 that approves a one-year license agreement with Allied Waste Systems (*dba Republic Services of Muskegon*) for waste collection and hauling services in Grand Haven Charter Township. **Which motion carried**, as indicated by the

following roll call vote:

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

Nays:

Absent: Behm

VII. NEW BUSINESS

1. **Motion** by Treasurer Kieft supported by Clerk Larsen to present and postpone the Zoning Map Amendment Ordinance concerning the rezoning for 15721 Lincoln Street from Agricultural (AG) to Rural Residential (RR). Further action will be postponed until the next regularly scheduled Board meeting when the zoning map ordinance will be considered for adoption. This is the first reading. **Which motion carried.**
2. **Motion** by Trustee Meeusen supported by Trustee Wagenmaker to approve the Final Preliminary Plat for Lincoln Pines Subdivision No. 3 based upon the application meeting requirement and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance. **Which motion carried.**

VIII. REPORTS AND CORRESPONDENCE

- a. Committee Reports
- b. Manager's Report
 - i. Assistant Manager/Human Resources Director Andrea Dumbrell has accepted a position with the City of Avondale – a rapidly growing suburb of about 100,000 residents near the heart of the Phoenix-metropolitan area. Postings for a replacement have begun.
 - ii. January Building Report
 - iii. January Enforcement Report
 - iv. January Public Services Report
 - v. December Legal Review
- c. Others

IX. PUBLIC COMMENTS

None.

X. ADJOURNMENT

Motion by Clerk Larsen and seconded by Treasurer Kieft to adjourn the meeting at 7:17 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: February 21, 2022

TO: Township Board

FROM: Cargo

SUBJECT: 2022 Dust Control

Attached, please find a proposed contract for the 2022 dust palliative and stabilization program in the amount of approximately \$36,255.

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 twelve 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 late August (*i.e., about every 60 days*). GHT has received virtually no complaints regarding the level of dust control or the program's efficacy since the Township 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 \$36,255.

2022 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 18.31 miles of gravel roads within the Township’s boundaries for the 2022 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 **week of April 25th**. (*The estimated cost of this application would be approximately \$12,085.*)
 - 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 **week of June 20th**. (*The estimated cost of this application would be approximately \$12,085.*)
 - 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 **week of August 22nd**. (*The estimated cost of this application would be approximately \$12,085.*)

The work to be performed under this contract shall be executed during the summer season of 2022 commencing no earlier than the **week of April 25th** and completed no later than the **week of August 22nd**, unless previously approved by the Township Superintendent.

2. Cost. The Township shall pay separately for each for application based upon a per gallon proposal previously provided.
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 18.32 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 2022. 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.

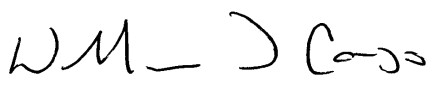
This is an integrated contract. It contains the full understanding of the parties and supercedes all other understandings, agreements, or conditions, written or oral, regarding the subject matter of this contract. This contract has been executed in the State of Michigan and should be governed by Michigan 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 15th day of February 2022.

GRAND HAVEN CHARTER TOWNSHIP,
a Michigan Municipal Corporation

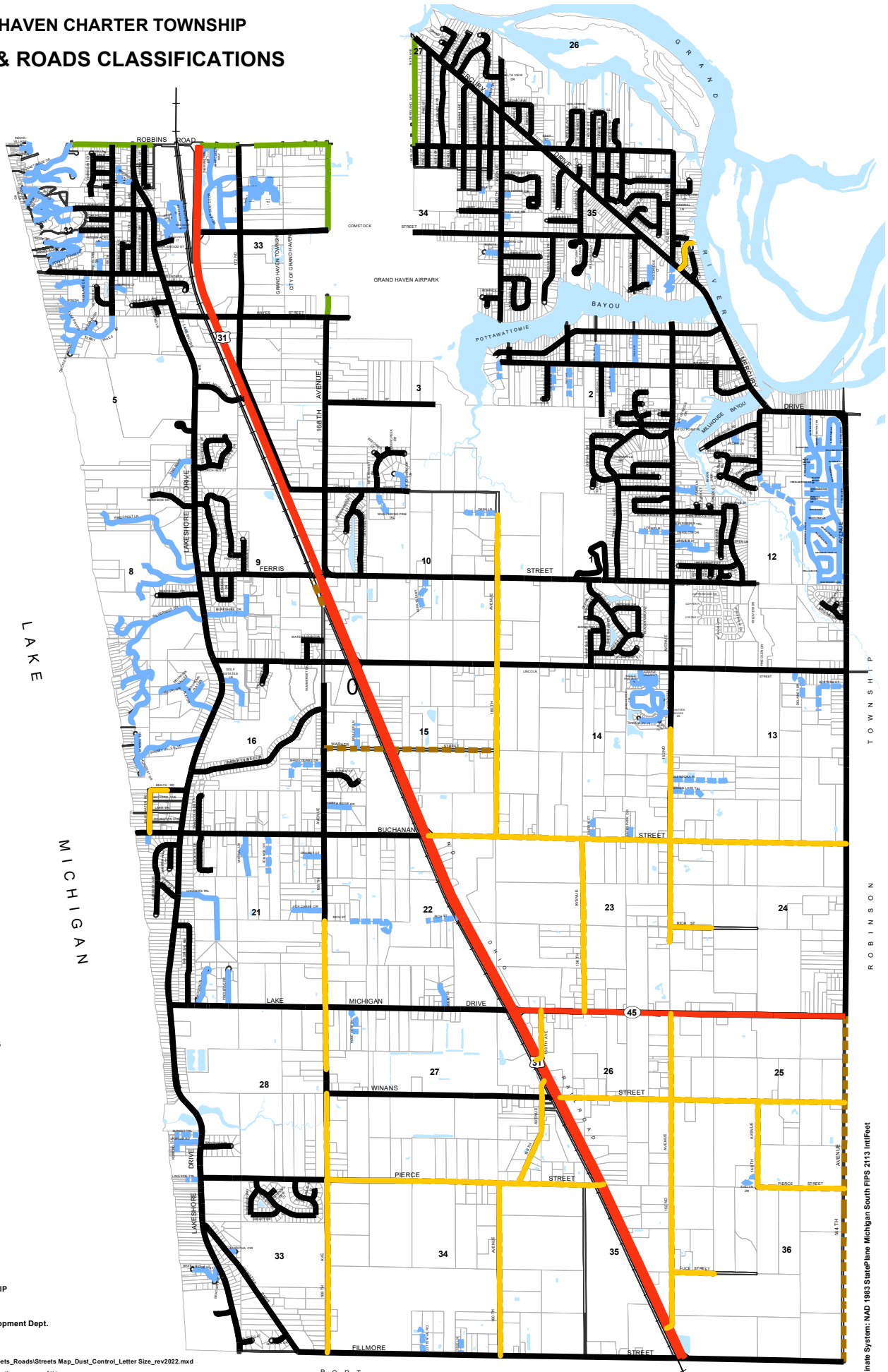
By: 

William D. Cargo, Superintendent

MICHIGAN CHLORIDE SALES, LLC

By: _____
Karen VanDooren, President

GRAND HAVEN CHARTER TOWNSHIP STREETS & ROADS CLASSIFICATIONS



1 inch = 4,167 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 24, 2022 - 11:05 AM
Printed: February 1, 2013
File Name/Path: C:\GIS\GISMaps\Printable Maps\Streets_Roads\Streets Map_Dust_Control_Letter Size_rev2022.mxd
Note: Data is subject to change. GHT does not guarantee the accuracy of this map.

P O R T S H E L D O N T O W N S H I P

Coordinate System: NAD 1983 StatePlane Michigan South FIPS 2113 IntFeet



Fire/Rescue Memo

TO: Township Board

FROM: Brian Sipe - Fire Chief

DATE: February 22, 2022

RE: Sale of Surplus Equipment

At the January 12, 2022, Public Safety Committee meeting, it was discussed that Fire/Rescue has older portable radios and fire pagers that are no longer useable due to Ottawa County moving to the 800 MHz radio system. The intention would be to sell the excess equipment and/or donate to an organization that could still utilize the equipment.

The Public Safety Committee recommends that the portable radios and fire pagers should be sold or donated to a worthy organization and to put the item on the Township Board consent agenda for final approval.

If the Township Board supports the recommendation by the Public Safety Committee, the following motion can be offered:

Motion to approve the donation and/or sale of antiquated portable radios and fire pagers.

Please contact me should you have any questions or concerns.



Community Development Memo

DATE: February 24, 2022
 TO: Township Board
 FROM: Rory Thibault – Senior Planner
 RE: Chittenden – AG to RR

BACKGROUND

The applicant, Dwight Chittenden, is requesting to rezone 5-acres located at 15721 Lincoln St (Parcel No. 70-07-11-300-007), from Agricultural (AG) to Rural Residential (RR).

The request to rezone to RR sets the minimum lot area at 45,000 sf and 150-ft lot width per Section 2.08 of the Zoning Ordinance, for which the current lot is compliant. The property currently has one home on it with over 1000’ of frontage on Lincoln St. The applicant has expressed a desire to sell the lot, with option to sub-divide the lot in the future.

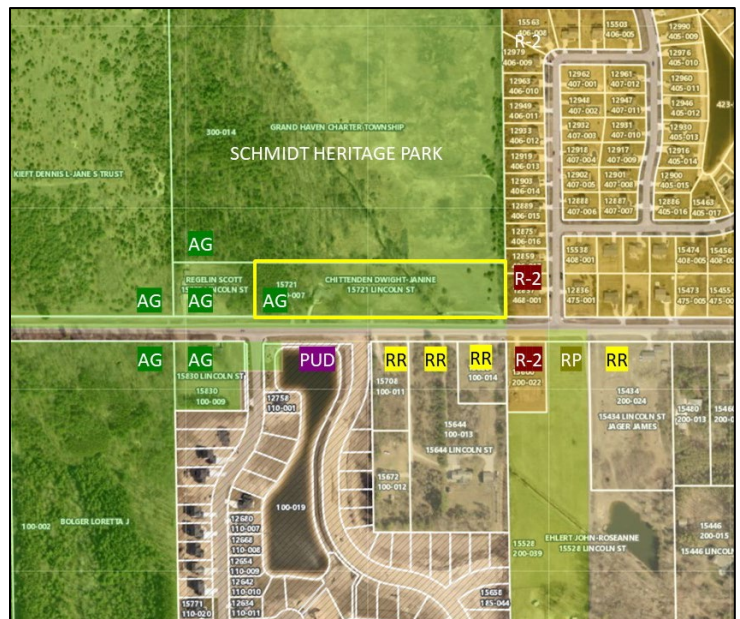
The rezoning application was tested against the “Three C’s” evaluation method.

COMPATIBILITY

*Is the proposed rezoning **compatible** with the existing developments or zoning in the surrounding area?*

The adjacent zoning is:

Direction	Current Zoning	Existing Use
North	AG	Agriculture (future Schmidt Heritage Park)
East	R-2	Residential
West	AG	Residential
South	AG/PUD/RR	Residential



The 2016 Future Land Use Map has master-planned the subject parcel for Low Density Residential (LDR) which aligns with the applicant’s proposal.

For this reason, **staff is supportive of the application to move through the rezoning process.**

CONSISTENCY

*Is the proposed rezoning **consistent** with the goals and objectives of the Master Plan and does it coincide with the Future Land Use Map in terms of an appropriate use of the land?*

STATEMENT OF PURPOSE FOR RR ZONING DISTRICT	SITE CONSISTENCY
Semi-open area, where rural and residential activities co-exist	Abuts land zoned-agricultural, and single-family residential
Natural Gas and Municipal Water not required but served by paved roads	Lincoln St. is paved

INTENT FOR Low Density Residential FUTURE LAND USE	SITE CONSISTENCY
Intermediate district between Medium Density Residential and Rural Residential properties	Abuts zoned-agricultural but Master-planned LDR, medium-density residential land, and a future park
PUD or Open Space Cluster requirements should apply to all future development	Lincoln St. falls under a double-lot width, so future splits may be limited to 3 parcels
No Natural Gas, Municipal Water, or San. Sewer required	6” water main and hydrant present, natural gas likely

The rezoning is consistent with the current purpose in the Zoning Ordinance and the intended future land use in the Master Plan. Future subdivisions of the land should encourage Open Space preservation specifically as it relates to rear-yard setbacks to the Schmidt-Heritage Park and to remain consistent with the intent with the Low Density Residential category in the Master Plan.

CAPABILITY

*Does the proposed rezoning require an extension of public sewer and water, roadway improvements, or enhanced fire and police protection, and if so, is it in an area **capable** of being provided with such services?*

Parcels in RR are not intended to have public utilities or even paved roads. Lincoln Street is paved and public utilities are available.

SAMPLE MOTIONS

If the Township Board finds the rezoning application meets the standards, the following motion can be offered:

**Motion to approve the Zoning Map Amendment Ordinance concerning the rezoning for 15721 Lincoln St. from Agricultural (AG) to Rural Residential (RR).
This is the second reading.**

Please contact me prior to the meeting if you have questions.



Director of Assessing

DATE: February 28, 2022
TO: Township Board
FROM: Ashley Larrison
RE: Board of Review-Accepting Write-In Appeals

The General Property Tax Act P.A. 206 of 1893 (as amended) requires on the Tuesday immediately following the first Monday in March, the board of review of each township shall meet at the office of the supervisor, at which time the supervisor shall submit to the board the assessment roll for the current year, as prepared by the supervisor, and the board shall proceed to examine and review the assessment roll.

According to MCL 211.30 The governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the board of review.

Many taxpayers in Grand Haven Township are out of town or unavailable during the Board of Review meeting times. Accepting write in appeals provides an additional opportunity for taxpayers to appeal their assessments.

Attached, you will find the resolution to adopt which allows the acceptance of Write In Board of Review Appeals.

If approved, the following motion can be offered:

Move to Adopt Resolution No. 22-02-03 approving accepting write in board of review appeals.

If there are any questions or comments regarding the above, please contact me.

Resolution 22-02-03

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 28th day of February, 2022, 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 to approve the accepting of write in Board of Review appeals.

Discussion followed with respect to this policy. After completion of this discussion, the following resolution was offered by Clerk Larsen and supported by Trustee Behm:

RESOLUTION #22-02-03
Accepting Write In Board of Review Appeals

WHEREAS, the General Property Tax Act P.A. 206 of 1893 (as amended) requires on the Tuesday immediately following the first Monday in March, the board of review of each township shall meet at the office of the supervisor, at which time the supervisor shall submit to the board the assessment roll for the current year, as prepared by the supervisor, and the board shall proceed to examine and review the assessment roll.

WHEREAS, according to MCL 211.30 The governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the board of review.

WHEREAS, many property owners are out of town or have other obligations during the hours of the Board of Review

WHEREAS, this provides a way for property owners to appeal to the Board of Review when they are unavailable to attend in person the Board of Review during scheduled meetings.

THEREFORE BE IT RESOLVED, that the Grand Haven Charter Township Treasurer will “authorize a resident taxpayer to file his/her pretest board of the board of review by letter without a personal appearance by the taxpayer or per written authorization, his/her representative.”

BE IT ALSO RESOLVED, that the Board of Trustees approves the acceptance of write in Board of Review appeals.

BE IT FURTHER RESOLVED, that when write in a appeals are received, they will be treated in the same manner as in person appeals to the Board of Review.

BE IT FURTHER RESOLVED, that all resolutions or motions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:
NO:
ABSENT:

RESOLUTION DECLARED ADOPTED.
Dated: February 28, 2022

Township Clerk
Laurie Larsen

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 28th day of February, 2022. 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.

Township Clerk
Laurie Larsen