



**GRAND HAVEN CHARTER TOWNSHIP
BOARD AGENDA
Monday, October 9, 2023**

REGULAR MEETING – 7:00 P.M.

I. CALL TO ORDER

II. PLEDGE TO THE FLAG

III. ROLL CALL

Select Temporary Clerk

IV. APPROVAL OF MEETING AGENDA

V. CONSENT AGENDA

1. Approve September 25, 2023, Regular Board Minutes

2. Approve Payment of Invoices in the amount of \$907,406.42 (*A/P checks of \$756,833.84 and payroll of \$150,572.58*)

3. Approve Amended Early Voting Agreement

VI. OLD BUSINESS

None

VII. NEW BUSINESS

1. First Reading – Amendment to Rental Inspection Ordinance

VIII. REPORTS & CORRESPONDENCE

1. Committee Reports

2. Manager's Report

a. September Ordinance Enforcement Report

b. August Legal Review

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 the Speaker Information Sheet. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, SEPTEMBER 25, 2023**

REGULAR MEETING

I. **CALL TO ORDER**

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

II. **PLEDGE TO THE FLAG**

III. **ROLL CALL**

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

Board members absent: Redick

Also present were Manager Cargo and Assistant Manager Sherwood.

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 September 11, 2023, Regular Board Minutes

2. Approve Payment of Invoices in the amount of \$430,014.92 (*A/P checks of \$294,430.75 and payroll of \$135,584.17*)

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. **Motion** by Trustee Wagenmaker supported by Trustee Behm to approve Resolution 23-09-02 approving a one-year license agreement with Anytime Junk Removal for waste collection and hauling services in Grand Haven Charter Township. **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 Meeusen supported by Trustee Wagenmaker to approve the Tentative Preliminary Plat for Stonewater Subdivision No. 3 based on the application meeting the requirements of the Grand Haven Charter Township Subdivision Control Ordinance. **Which motion carried.**

VII. NEW BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Meeusen to approve Resolution 23-09-03, a resolution of intent wherein the Township approves a contract for the acquisition, construction, and financing of the Transmission Main #3 construction project. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent: Redick

2. Deanne Brink (14635 Indian Trails Drive) is a volunteer on the CEP Steering Committee and wants the Township to materially participate in the CEP study.

John Job (12905 Wilderness Trail) is a volunteer of the CEP Steering Committee and notes the importance of bringing energy conservation programs to residential homes.

Discussion was by the Board regarding a request for the Township to contribute \$15k to the Community Energy Plan (CEP) update.

Staff was instructed to provide additional information including (1) the BLP service area; (2) the number of single-family residential units served; the number of mobile home units served; (3) the number of multi-family apartment units served; and, the number of commercial/industrial accounts.

Further, there needs to be clarification on the benefit to the Township for contributing financially to the CEP study and what, if any, benefits would be forfeit if the Township did not participate financially.

VIII. REPORTS AND CORESPONDENCE

1. Committee Reports
2. Manager's Report
 - a. Manager Cargo requested that elected officials RSVP to him regarding the Chamber Business Recognition Luncheon on Wednesday, October 11th.
 - b. August Building Report
 - c. August Public Services Report
 - d. August COPS Report
 - e. August Legal Services Report
3. Other

IX. PUBLIC COMMENTS – (Non-Agenda Items)

Ed Lystra (527 Lafayette, Grand Haven) announced the formation of "Save Our BLP" a group opposed to the charter amendment that would bring control of the BLP under the Grand Haven City Council. SaveOurBLP.com

X. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Wagenmaker to adjourn the meeting at 7:50 p.m. **Which motion carried**

Respectfully Submitted,



Laurie Larsen
Grand Haven Charter Township Clerk



Mark Reenders
Grand Haven Charter Township Supervisor

/AMENDMENT FOR AGREEMENT FOR EARLY VOTING ADMINISTRATIVE SERVICES

This Amendment modifies the **Agreement for Early Voting Administrative Services** between the City of _____ / _____ Township and Ottawa County.

Whereas in the Agreement under Section 8, subsection C, the parties acknowledge that terms within the Agreement may be altered, amended, or modified in writing executed by the parties. Now therefore, the parties wish to amend the Agreement under the following terms and conditions limited to those specified below. Except as expressly revised in this Amendment, or as previously amended, all other terms and conditions of the original Agreement are still in full force and effect.

1. Remove the following language in Section **1-F**:
 - I. *The County Clerk will not approve any additional days or hours of early voting; however, each Participating Jurisdictional clerk has the right to offer early voting on additional days and at their own set hours outside what is described above.*
2. Add the following two sentences in Section **1-F**:
 - I. *The County Clerk will not approve any additional days or hours of early voting during a state or federal election beyond what is described above. In accordance with MCL 168.720g, a municipality that is party to a county agreement may adopt a resolution to conduct early voting in an election to be held in the municipality that is not a statewide or federal election.*
3. Add the following three (3) paragraphs to Section **1-I**:
 - I. To reinforce public confidence in the Early Voting Process and to increase our customer service to voters:
 - a) *The County will purchase and provide a minimum of one (1) mounted security camera for each early voting site to ensure video surveillance on secured rooms where election equipment and materials are stored.*
 - b) *The County will provide a live line-management tool accessible to the public via the County's website, so that voters will know projected wait times at each Early Voting Center. The County will provide for both installation and additional equipment costs related to these items.*
 - c) *Early voting centers will use watermarked ballots, which the County Clerk will provide as soon as such ballots can be acquired and sufficiently tested.*
4. Add the following one (1) sentence to Section **5**:
 - I. *"Nothing herein shall be deemed to waive a party's entitlement to rely on a defense of governmental immunity to the extent otherwise permitted by law."*
5. Replace sentence one (1) in Section **6** with the following sentence:
 - I. *"The City/Township will include Ottawa County, and its officers, employees, agents and assigns as additional named insureds on a policy of liability insurance, with such additional insured status applying only to liabilities arising out of this Agreement".*
6. Add the following section to Section **8**:

- I. **G. Repeal.** Any sections, addendums, orders, or parts thereof which are in conflict in whole or in part with any of the provisions of the Michigan Compiled Laws, or the State of Michigan Constitution language are, to the extent of such conflict, hereby repealed.

In witness whereof the parties have agreed to this Addendum and to implement its changes to the Agreement for Early Voting Administrative Purposes as of the indicated dates (s)

City of _____ / _____ Township:

By: _____

Its: _____

By: _____

Its: _____

Dated: _____

COUNTY OF OTTAWA:

By: _____

Joe Moss, Chairperson

Its: Board of Commissioners

By: _____

Justin F. Roebuck

Its: County Clerk/Register of Deeds

Dated:.....



Administrative Memo

DATE: October 9, 2023
TO: Township Board
FROM: Karen Sherwood
RE: Ordinance Update: Rental Guidelines – 605: Changes

Ordinance Recommended Updates

As the Township works through the registration process for long-term rentals, the Rental Committee is recognizing some updates we need to make to the Rental Guidelines Ordinance 605 to eliminate or reduce some loopholes. Currently Ordinance 605 has a Family Occupancy exemption, allowing this group to not go through the registration process or pay the registration fee, which is stated below:

Family Occupancy. Any member of a family, as well as that family member's guests, may occupy a Dwelling if that family member's family owns the Dwelling. Family occupancy also exempts Dwellings when occupied by family guests, exchange students, visitors, medical caregivers, and child caregivers, any person living within a household on a permanent basis, and any other individual related by blood or affinity whose close association is the equivalent of a family relationship, without remuneration to the Owner.

This exemption for "Family Occupancy" is simply too broad. While the committee was trying to align the family definition with our existing definition, it simply does not work in the rental guidelines. Just about anyone can claim to be related by a "close association is the equivalent of a family relationship." The purpose of this rental registration program was to assure the rental was safe for tenants and assuring all rentals are safe even if rented to a family member is important. The Rental Committee is looking at two options:

Option 1: Remove Family Exemptions Completely

If the Family Occupancy was removed completely this would ensure all rentals (with or without paying rent), even if rented to a family member, were registered, and inspected.

Option 2: Tighten Up the Family Exemption

In lieu of having a family exemption, change the exemption to “Qualified Persons” and identify specifically the people who would be exempt a child or parent.

Sample Motion

If the Township Board supports the recommended changes to the Rental Regulations – 605 Ordinance, the following motions can be offered:

Motion to approve and adopt the restatement of the Regulatory Ordinance addressing Rentals. This is the first reading.

If you have any questions or concerns, please contact Sherwood at your convenience.

RESTATED RENTAL REGULATION

TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE RENTAL REGULATION RESTATED ORDINANCE BY AMENDING THE EXCEPTIONS TO THE REQUIREMENT FOR REGISTRATION OR RENTAL CERTIFICATE UNDER THAT ORDINANCE.

THE CHARTER TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN, ORDAINS AS FOLLOWS.

Section 1. Amendment. Section 4(d) of the Rental Regulation Restated Ordinance, pertaining to an exception to the requirement that all Rental Units shall be registered with the Township on an annual basis, is deleted in its entirety and reserved for future use.

Section 2. Amendment. Section 3(d) of the Rental Regulation Restated Ordinance, pertaining to the application fee, is amended in its entirety as follows.

- (d) *Application Fee*. An initial and annual application fee shall be assessed to the Owner for registration of a Rental Unit. The Township shall establish by resolution, and may amend from time to time, the applicable application fee.

Section 3. Effective Date. This Ordinance was approved and adopted by the Township Board on _____, 2023, after its introduction and first reading on _____, 2023, 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.

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 Restated Rental Regulation Text Amendment Ordinance was adopted at a meeting of the Township Board held on _____, 2023. 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 _____, 2023.

Laurie Larsen, Clerk
Grand Haven Charter Township

RESTATED RENTAL REGULATION

TEXT AMENDMENT ORDINANCE

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THE CHARTER TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN, ORDAINS AS FOLLOWS.

Section 1. Amendment. Section 4(d) of the Rental Regulation Restated Ordinance, pertaining to an exception to the requirement that all Rental Units shall be registered with the Township on an annual basis, is amended in its entirety as follows.

- (d) Qualified Occupancy. The following relatives of the owner of a Dwelling may occupy the Dwelling, if the Dwelling is a detached single dwelling as defined in the Township’s zoning ordinance, as amended:
 - (1) Child (established by birth certificate or court order; driver’s license establishing the residence of the child; marriage license for a stepchild and any other government document that shows this relation); and
 - (2) Parent (established by birth certificate and driver’s license establishing the residence of the parent and any other government document that shows this relation).

Section 2. Amendment. Section 3(d) of the Rental Regulation Restated Ordinance, pertaining to the application fee, is amended in its entirety as follows.

- (d) *Application Fee*. An initial and annual application fee shall be assessed to the Owner for registration of a Rental Unit. The Township shall establish by resolution, and may amend from time to time, the applicable application fee.

Section 3. Effective Date. This Ordinance was approved and adopted by the Township Board on _____, 2023, after its introduction and first reading on _____, 2023, 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.

Mark Reenders, Township Supervisor

Laurie Larsen, Township Clerk

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_____. 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 _____, 2023.

Laurie Larsen, Clerk
Grand Haven Charter Township

September 2023 Enforcements By Category Monthly Report

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0304	15059 ROBINWOOD CT	CLOSED	09/05/23	09/27/23	

Total Entries: 1

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0311	12599 WILDERNESS TR PVT	2ND NOTICE OF VIOLATION LETTER	09/08/23		

Total Entries: 1

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0313	13575 HIDDEN CREEK CT	2ND NOTICE OF VIOLATION LETTER	09/12/23		

Total Entries: 1

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0306	17860 MERRYWOOD LN	2ND NOTICE OF VIOLATION LETTER	09/06/23		
E23CE0307	14877 LAKESHORE DR	CLOSED	09/06/23	09/29/23	

Total Entries: 2

OTHER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0310	14442 LINCOLN ST	CLOSED	09/07/23	09/28/23	
E23CE0329	12990 LAKESHORE DR	COMPLAINT LOGGED	09/29/23		

Total Entries: 2

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0305		1ST NOTICE OF VIOLATION LETTER	09/06/23		
E23CE0309		1ST NOTICE OF VIOLATION LETTER	09/07/23		
E23CE0324	14671 178TH AVE	1ST NOTICE OF VIOLATION LETTER	09/27/23		
E23CE0327		1ST NOTICE OF VIOLATION LETTER	09/29/23		
E23CE0328		1ST NOTICE OF VIOLATION LETTER	09/29/23		

September 2023 Enforcements By Category Monthly Report

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0292	15250 HOFMA DR	CLOSED	08/30/23	09/06/23	
E23CE0304	15059 ROBINWOOD CT	CLOSED	09/05/23	09/27/23	

Total Entries: 2

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0219	15527 CLOVERNÖÖK DR	CLOSED	07/25/23	09/07/23	
E23CE0290	15547 CLOVERNÖÖK DR	CLOSED	08/29/23	09/27/23	

Total Entries: 2

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0268	17580 DUNESIDE DR	CLOSED	08/21/23	09/06/23	
E23CE0307	14877 LAKESHORE DR	CLOSED	09/06/23	09/29/23	

Total Entries: 2

OTHER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0218	13040 US-31 STE J	CLOSED	07/24/23	09/07/23	
E23CE0310	14442 LINCOLN ST	CLOSED	09/07/23	09/28/23	

Total Entries: 2

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0263	14525 ANGELUS CIR	CLOSED	08/21/23	09/07/23	

Total Entries: 1

POOL & HOT TUB/SPA

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0293	15250 HOFMA DR	CLOSED	08/30/23	09/06/23	

Total Entries: 1

SIGNS

September 2023 Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0226		CLOSED	08/07/23	09/06/23	
E23CE0227		CLOSED	08/07/23	09/07/23	
E23CE0234		CLOSED	08/09/23	09/27/23	
E23CE0237		CLOSED	08/09/23	09/27/23	
E23CE0239		CLOSED	08/10/23	09/27/23	
E23CE0240		CLOSED	08/10/23	09/27/23	
E23CE0247		CLOSED	08/14/23	09/27/23	
E23CE0248		CLOSED	08/14/23	09/27/23	
E23CE0249		CLOSED	08/14/23	09/27/23	
E23CE0267	14444 168TH AVE	CLOSED	08/21/23	09/27/23	
E23CE0269		CLOSED	08/22/23	09/27/23	
E23CE0272		CLOSED	08/22/23	09/27/23	
E23CE0274	11995 GARNSEY AVE	CLOSED	08/22/23	09/06/23	
E23CE0284		CLOSED	08/28/23	09/27/23	
E23CE0285		CLOSED	08/28/23	09/27/23	
E23CE0288		CLOSED	08/28/23	09/28/23	
E23CE0294		CLOSED	08/30/23	09/29/23	
E23CE0295		CLOSED	08/30/23	09/29/23	
E23CE0296		CLOSED	08/30/23	09/29/23	
E23CE0297		CLOSED	08/30/23	09/29/23	
E23CE0298		CLOSED	08/30/23	09/29/23	
E23CE0299		CLOSED	08/30/23	09/29/23	
E23CE0300		CLOSED	08/30/23	09/29/23	

VEHICLE IN ROW

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0308	14891 WOODSIDE TR	CLOSED	09/07/23	09/29/23	

VEHICLE SALES

Total Entries: 23

Total Entries: 1

September 2023 Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0265	14374 172ND AVE	CLOSED	08/21/23	09/07/23	
E23CE0291	16182 LINCOLN ST	CLOSED	08/29/23	09/28/23	

Total Entries: 2

ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0172	14661 MERCURY DR	CLOSED	06/22/23	09/20/23	
E23CE0303	15351 160TH AVE	CLOSED	09/05/23	09/27/23	

Total Entries: 2

Enforcement.CodeOfficer = MICHAEL BEATTY AND
Enforcement.DateClosed Between 9/1/2023 12:00:00 AM
AND 9/30/2023 11:59:59 PM

Total Records: 38

Total Pages: 3

Report Created: 10/02/23

September 2023 Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
FENCE - 1ST NOTICE	2
FENCE - 2ND NOTICE	2
LITTER - 1ST NOTICE	3
LITTER - 2ND NOTICE	3
RENTAL INQUIRY	1
SIGN IN ROW 2ND NOTICE	1
SIGN IN ROW WARNING	1
VEHICLE FOR SALE - 1ST NOTICE	2
VEHICLE IN ROW - 1ST NOTICE	1
WORK WITHOUT PERMITS - 1ST NOTICE	2
WORK WITHOUT PERMITS - 2ND NOTICE	1

Total Letters Sent: 19

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Letter.LinkFromType = Enforcement  
AND  
Letter.DateTimeCreated Between 09/01/2023 AND 0
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