



**GRAND HAVEN CHARTER TOWNSHIP
BOARD AGENDA
Monday, February 23, 2026**

REGULAR MEETING – 7:00 P.M.

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.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve January 26, Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$687,920.18 (*A/P checks of \$370,183.39 and payroll of \$317,736.79*)
 3. Approve Scrap/Disposal of Surplus Equipment
 4. Approval of Low Bid for the 2026 Service Line Replacement Project – VanDerKolk Plumbing @ \$85,800
- VI. OLD BUSINESS
 1. Second Reading – Replace 2018 Edition of International Fire Code with 2024 Edition
 2. Authorize Recommendation to Proceed with Proposed Monopole Cell Tower Location and Lease Arrangement at Comstock Street and Mercury Drive
- VII. NEW BUSINESS
 1. Approve Temporary Facility Use License Agreement with Life EMS
- VIII. REPORTS & CORRESPONDENCE
 1. Committee Reports
 2. Manager’s Report
 - a. January Public Services Report
 - b. January Ordinance Enforcement Report
 - c. January Sheriff (COPS) Report
 - d. Review – Modified Administrative Office Hours
 3. Other
- IX. PUBLIC COMMENTS – (*Non-Agenda Items*)
- X. 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, JANUARY 26, 2026**

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: Gaasch, Reenders, Kieft, Wagenmaker, Behm, Dumbrell and Larsen

Board members absent:

Also present were Manager Cargo, Assistant Manager Sherwood, Fire/Rescue Chief Schrader, and Lieutenant Marshall.

IV. APPROVAL OF MEETING AGENDA

Motion by Trustee Gaasch and seconded Trustee Dumbrell to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve January 26, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$766,907.22 (A/P checks of \$630,653.73 and payroll of \$136,253.73)
3. Approve Purchase of Kubota GPS Line Painter (\$60k)
4. Approve Purchase of Toro GroundsMaster 7200 Mower/Snowblower (\$66k)
5. Approve Sale of Surplus Equipment - 2011 Toolcat through Midema Auctions
6. Approve Bid Documents - Parkwood Water Line Replacement Project (\$140k)
7. Approve Bid Documents - Ferris St. Non-Motorized Pathway Project (\$740k)

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

VI. PRESENTATION – Loutit District Library Update – Ellen Peters, Executive Director
Loutit Director Peters provided the Annual Report for the Loutit District Library noting that over 47% of the library cardholders are Township residents and that the library continues to grow with more users and programs and collaborate with area businesses.

VII. OLD BUSINESS

1. **Motion** by Trustee Wagenmaker supported by Trustee Behm to approve and adopt the proposed amendments to the Rental Regulations Ordinance 605. This is a second reading. **Which motion carried** pursuant to the following roll call vote:
Yeas: Larsen, Wagenmaker, Kieft, Dumbrell, Gaasch, Behm, Reenders

Nays:
Absent:

2. **Motion** by Trustee Gaasch supported by Treasurer Kieft to approve and adopt the proposed amendments to the Code /Ordinance Enforcement Ordinance 243. This is a second reading. **Which motion carried** pursuant to the following roll call vote:
Yeas: Behm, Wagenmaker, Dumbrell, Gaasch, Kieft, Reenders, Larsen
Nays:
Absent:

VIII. NEW BUSINESS

1. **Motion** by Trustee Dumbrell supported by Trustee Behm to postpone further action on the proposed ordinance to adopt the 2024 International Fire Code and Appendix B through I, K, L, N and O to the February 9th Board meeting. This is a first Reading. **Which motion carried.**
2. **Motion** by Treasurer Kieft supported by Clerk Larsen to authorize the Township Superintendent to execute a Project Estimate Agreement with the Ottawa County Road Commission to re-surface approximately 3.98 miles of streets at an estimated -re-bid cost of \$999,560. **Which motion carried.**
3. **Motion** by Trustee Gaasch supported by Trustee Wagenmaker to approve and adopt Resolution 26-01-05 to authorize the purchase of a Zoll X Advanced cardiac monitor at the estimated cost of \$50,000 using, in part, \$23,313.92 of opioid settlement monies distributed by the State of Michigan. **Which motion carried** pursuant to the following roll call vote:
Yeas: Kieft, Reenders, Dumbrell, Behm, Wagenmaker, Larsen, Gaasch
Nays:
Absent:

IX. REPORTS AND CORESPONDENCE

1. Committee Reports
2. Manager's Report, which included:
 - a. December Community Oriented Police Services (COPS) Report
 - b. The Employee Appreciation Lunch will be held on Wednesday.
 - c. Supervisor Reenders suggested that the appreciation event be held at the annual dinner in December. This can be discussed at the Personnel Committee.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Gaasch to adjourn the meeting at 7:26 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen
Grand Haven Charter Township Clerk



Mark Reenders
Grand Haven Charter Township Supervisor



Fire/Rescue Memo

TO: Township Board

FROM: Captain Schweitzer

DATE: February 17, 2026

RE: Disposal of Surplus Equipment

In June 2025, the Township Board gave approval to sell surplus equipment. The Fire/Rescue Department has exhausted all resources to complete the sale of some surplus equipment from the old fire station. This also included several pieces of furniture from the Public Services Department.

Township staff utilized the best means to advertise and facilitate the sale. The most common was Facebook marketplace. When inquiries came in for the larger items such as the fitness room machine, it was deemed too much of a hassle to disassemble. It was also too large for many residential homes. The remaining items are several pieces of wood office furniture (Desks, File Cabinet, Parts to a cubical). Smaller items of no value are two used TVs, wire rack and a bulletin board.

Staff are recommending disposal using the Township dumpster as the value of the item is no longer worth the time to continue pursuing a sale. The fitness machine will have a small value if delivered to Pandos Metal Recycling in Holland for metal recycling. If the Board supports this recommendation, the following motion can be offered:

Motion to authorize the Fire/Rescue and Public Works staff to dispose of or recycle of the remaining surplus equipment that has not sold.

If you have any questions or concerns, please feel free to contact Schweitzer.

PUBLIC SERVICE’S MEMO

DATE: February 19, 2026

TO: Township Board

FROM: Matt Wade, Public Services Director

SUBJECT: 2026 Water Service Replacement Project – Approve Bid

As you may recall, the Township budgeted \$140k to replace deteriorating plastic water services along Parkwood Drive. The Request for Proposals (RFP) for the project was posted on the Grand Haven Township website on January 28th. In addition, multiple water service firms were notified via email about the three-week bidding timeline.

The bid opening for this project was on Tuesday, February 18th and four (4) firms offered bids on the project. The low bid was submitted by VanDerKolk Plumbing in the amount of \$26,400 (*See Below.*)

<i>Bid Number</i>	<i>Firm Name</i>	<i>Bid Amount</i>
1st	VanDerKolk Plumbing, LLC. 502 E Main Ave., Zeeland, MI 49464	\$26,400.00
2nd	Brik Plumbing 317 32 nd St. SW Suite B, Wyoming, MI 49548	\$34,250.00
3rd	Tubergen Underground, Inc. 4553 Clyde Park Ave., Wyoming, MI 49509	\$34,996.00
4th	Northern Pipeline Contractors, Inc. 16891 148 th Ave., Sping Lake, MI 49456	\$51,964.30

The Township will supply all required water service materials at a total cost of \$12,387. The combined labor and materials cost for this project is about \$39,000, (*i.e., \$100,000 or 70% under budget*).

Due to the significantly favorable bid pricing, the Township is able to expand the scope of the water service replacement project while remaining within the approved budget. The original project anticipated the replacement of 16 plastic water services. However, based on the reduced overall project cost, staff recommends increasing the number of replacements to 55 locations.

The Township's 5-Year Capital Improvement Plan (CIP) identifies water service replacement needs along Parkwood Dr., 177th Ave., Pepperridge Ave., and 178th Ave. Expanding the scope of this 2026 project allows the Township to address additional aging plastic services between the water main and property line identified in the CIP that were not previously included, thereby maximizing the overall impact of the investment.

With the expanded scope, the contractor labor cost will total \$85,800, and the Township-supplied material cost is estimated at \$42k. This results in a total project cost of approximately \$128k which remains within the approved \$140k project budget.

Staff recommends moving forward with the expanded replacement plan as outlined.

To approve the low bid and proceed with the project, the following motion can be offered:

Move to approve the low bid of the water service replacement project to VanDerKolk Plumbing in the amount of \$85,800, reflecting an increase from the original low bid of \$26,400 due to an expansion of the project scope and authorize Public Service Director Wade to execute the necessary contract documents.

If you have any questions or comments, please contact Public Services Director, Wade.



2026 Water Service Replacement Project Bid Tabulation Sheet

Original Scope

Item	Description	Quantity	Unit	VanDerKolk Plumbing	BRIk Plumbing	Tubergen Underground	Certified Building Solutions
1	Short side 1" taps including laybor, setting the curb box, backfill and clean up. *Materials supplied by others	6	Each	\$1,400.00	\$1,725.00	\$1,666.00	\$2,401.25
2	Long side 1" taps including laybor, setting the curb box, backfill and clean up. *Materials supplied by others	10	Each	\$1,800.00	\$2,390.00	\$2,500.00	\$3,755.68
Totals				\$26,400.00	\$34,250.00	\$34,996.00	\$51,964.30

Increased Scope

Item	Description	Quantity	Unit	VanDerKolk Plumbing	BRIk Plumbing	Tubergen Underground	Certified Building Solutions
1	Short side 1" taps including laybor, setting the curb box, backfill and clean up. *Materials supplied by others	33	Each	\$1,400.00	\$1,725.00	\$1,666.00	\$2,401.25
2	Long side 1" taps including laybor, setting the curb box, backfill and clean up. *Materials supplied by others	22	Each	\$1,800.00	\$2,390.00	\$2,500.00	\$3,755.68
Totals				\$85,800.00	\$109,505.00	\$109,978.00	\$161,866.21



Fire/Rescue Memo

DATE: February 18, 2026

TO: Township Board

FROM: Lt. David Marshall

RE: Adoption of the International Fire Code 2024 Edition

Grand Haven Charter Township has utilized the International Fire Code since the Grand Haven Township Board officially adopted the 2000 Edition of the International Fire Code in 2002. The International Fire Code is meant to be a companion code to the Michigan Building Code, (*International Building Code with Michigan amendments*).

The Grand Haven Charter Township Fire/Rescue Department is currently operating under the International Fire Code, 2018 Edition. As you are likely aware, the State of Michigan does not adopt a fire prevention code for local municipalities, thereby leaving this up to each individual community to adopt and enforce their own preferred fire prevention code.

The Grand Haven Township Fire/Rescue Department is recommending the Grand Haven Township Board adopt the International Fire Code 2024 Edition for the following reasons.

1. Our current adopted Fire Code *i.e.* 2018 IFC, is lagging behind the existing Michigan Building Code, which recently upgraded to the 2021 edition.
2. The adoption of the International Fire Code 2024 edition would bring Grand Haven Charter Township in line with upgraded technology trends, including lithium-ion batteries, energy storage systems, and photovoltaic cells.
3. Grand Haven DPS is currently on the 2021 IFC and is looking to move to the 2024 IFC.
4. This recommended adoption was reviewed by legal.

To proceed with the adoption of the 2024 International Fire Code, the following motion can be offered for a second reading: (This motion requires a roll call vote.)

Motion to approve and adopt the proposed ordinance implementing the 2024 International Fire Code and Appendix B through I, K, L, N and O. This is a second reading.

Representative from the Fire/Rescue Department will be at the February 23 Board meeting to respond to any questions or concerns.

ORDINANCE NO. _____

AN ORDINANCE TO ADOPT THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CHARTER TOWNSHIP OF GRAND HAVEN; PROVIDING FOR THE ISSUANCE AND COLLECTION OF FEES THEREFOR; AND, AND REPEALING ORDINANCE NO. 625

THE CHARTER TOWNSHIP OF GRAND HAVEN ORDAINS:

Section 1. Adoption of the 2024 Edition of the International Fire Code. The *International Fire Code*, 2024 edition, specifically including only Appendices B through I, K, L, N and O, and specifically excluding Appendices A, J and M (see *International Fire Code* Section 101.2.1, 2024 edition), as published by the International Code Council (the “Fire Code”), is hereby adopted as the Fire Code of the Charter Township of Grand Haven. All of the regulations, provisions, penalties, conditions and terms of said Fire Code are hereby referred to, adopted, and made a part hereof, as if fully set out in this Code, with the additions, insertions, deletions and changes, as prescribed in Sections 2 and 3 of this Ordinance.

Section 2. Revisions to Fire Code. The following sections of the Fire Code are hereby revised or deleted, as follows:

Section 101.1. Title.

This Article may be known as the Fire Code of the Charter Township of Grand Haven, hereafter referred to as “this Code.”

Section 112. Means of Appeal.

[Section 112 is deleted in its entirety]

Section 113.4. Violation penalties.

A person who violates a provision of this Code, or who fails to comply with the requirements thereof, or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate issued under the provisions of this Code, shall be responsible for a municipal civil infraction, and shall be subject to payment of a civil fine, as well as any other action by the Township to abate the violation. The fine for a municipal civil infraction shall be Fifty Dollars (\$50.00), for the first violation, Two Hundred Fifty Dollars (\$250.00) for the second violation, and Five Hundred Dollars (\$500.00) for the third violation, or any subsequent violation. Costs, attorney fees and other sanctions may also be levied. Increased civil fines shall be

imposed for repeated offenses by the same person. As used in this section, the term “repeated offenses” means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of this Code which is committed by a person, firm, or corporation within twelve (12) months of a prior municipal civil infraction for which the person, firm, or corporation admitted responsibility or was determined to be responsible, and for which the person, firm or corporation admits responsibility or is determined to be responsible. Each day on which a violation of this Code continues shall constitute a separate offense and shall be subject to penalties or sanctions as a separate offense.

Section 114.4. Failure to comply.

Any person who shall continue work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to a municipal civil infraction fine of not than Fifty Dollars (\$50.00) or more than Five Hundred Dollars (\$500.00).

Section 1103.5.3. Automatic Sprinkling; Group I-2 Condition 2. In addition to the requirements of Section 1103.5.2, existing buildings of Group I-2, Condition 2 occupancy shall be equipped throughout with an approved automatic sprinkler system in accordance with Section 903.1.1. The automatic sprinkler system shall be installed within 365 days after the effective date of this Ordinance.

Section 3. Geographic Limits. The geographic limits referred to in the sections of the 2024 International Fire Code referred to below are hereby established by revision of those sections as follows:

Section 5704.2.9.6.1. Location Where Above-Ground Tanks Are Prohibited. Storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited in the Charter Township of Grand Haven, unless approved by the Fire Code Official and such storage complies with all other applicable laws. The provisions of this Code shall not be deemed to nullify any other ordinance of the Charter Township of Grand Haven or other regulations pertaining to the storage of Class I and Class II liquids in aboveground tanks outside of buildings. Where Code provisions for the storage of Class I and Class II liquids in above-ground tanks outside of buildings are in conflict, the most rigid requirements shall apply.

Section 5706.2.4.4. Locations Where Above-Ground Tanks Are Prohibited. Storage of Class I and Class II liquids in above-ground tanks is prohibited in the Charter Township of Grand Haven, unless approved by the Fire Code Official and such storage complies with all other applicable laws. The provisions of this Code shall not be deemed to nullify any other ordinance of the Charter Township of Grand Haven or other regulations pertaining to the storage of Class I and Class II liquids in above-ground tanks. Where Code provision for the storage of Class I and

Class II liquids in above-ground tanks are in conflict, the most rigid requirements shall apply.

Section 5806.2 Limitations. Storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in the Charter Township of Grand Haven, unless approved by the Fire Code Official and such storage complies with all other applicable laws. The provisions of this Code shall not be deemed to nullify any other ordinance of the Charter Township of Grand Haven or other regulations pertaining to the storage of flammable cryogenic fluids in stationary containers outside of buildings. Where Code provisions for the storage of flammable cryogenic fluids in stationary containers outside of buildings are in conflict, the most rigid requirements shall apply.

Section 6104.2. Maximum Capacity Within Established Limits. Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation in the Charter Township of Grand Haven shall not exceed a water capacity of 2,000 gallons (7570 L).

Exception: In particular installations, this capacity limit shall be determined by the Fire Code Official, after consideration of special features such as topographical conditions, nature of occupancy, and proximity to buildings, capacity of proposed LP-gas containers, degree of fire protection to be provided and capabilities of the local fire department. The provisions of this Code shall not be deemed to nullify any other ordinance of the Charter Township of Grand Haven pertaining to the storage of liquefied petroleum gas.

Section 4. Enforcement. The Township hereby assumes the right and authority to administer and enforce this Ordinance and the *International Fire Code, 2024 Edition*, in all manners authorized by law. The Township also preserves the right to provide by agreement or contract with any township, city, village or county for enforcement and administration of this Ordinance and the *International Fire Code, 2024 edition*, within the territorial limits of the Township.

Section 5. Repeal. Township Ordinance No. 625, which adopted the 2018 edition of the *International Fire Code* as the Township Fire Code, is hereby repealed in its entirety.

Section 6. Publication; Effective Date. The foregoing ordinance was approved and adopted by the Township Board of Grand Haven Charter Township, Ottawa County, Michigan on _____, 202__, after a first reading of the amendment by the Township Board on _____, 202__. This Ordinance shall be effective on _____, 202__, which date is 30 days after publication of the Ordinance, as is required by Section 4 of Public Act 246 of 1945, as amended.

Mark Reenders, Township Supervisor

Laurie Larsen, Township Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Grand Haven Charter Township Ordinance was adopted at a regular meeting of the Township Board held on _____, 202___. 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. The Ordinance or a summary of the Ordinance was published in the *Grand Haven Tribune* on _____, 202__.

Laurie Larsen, Clerk
Grand Haven Charter Township



Community Development Memo

DATE: February 19, 2026

TO: Township Board

FROM: Senior Planner Chaphalkar & Department of Public Services Director Wade

RE: Township Property at Mercury Drive/Comstock Street – Wireless Communications Tower

BACKGROUND

Board Members will recall prior discussion about the potential use of the Township owned property at the intersection of Mercury Drive and Comstock Street, with potential for a wireless telecommunications tower. It is understood that signal for cell service is weak in this area and the cell tower would provide better service to nearby residents.

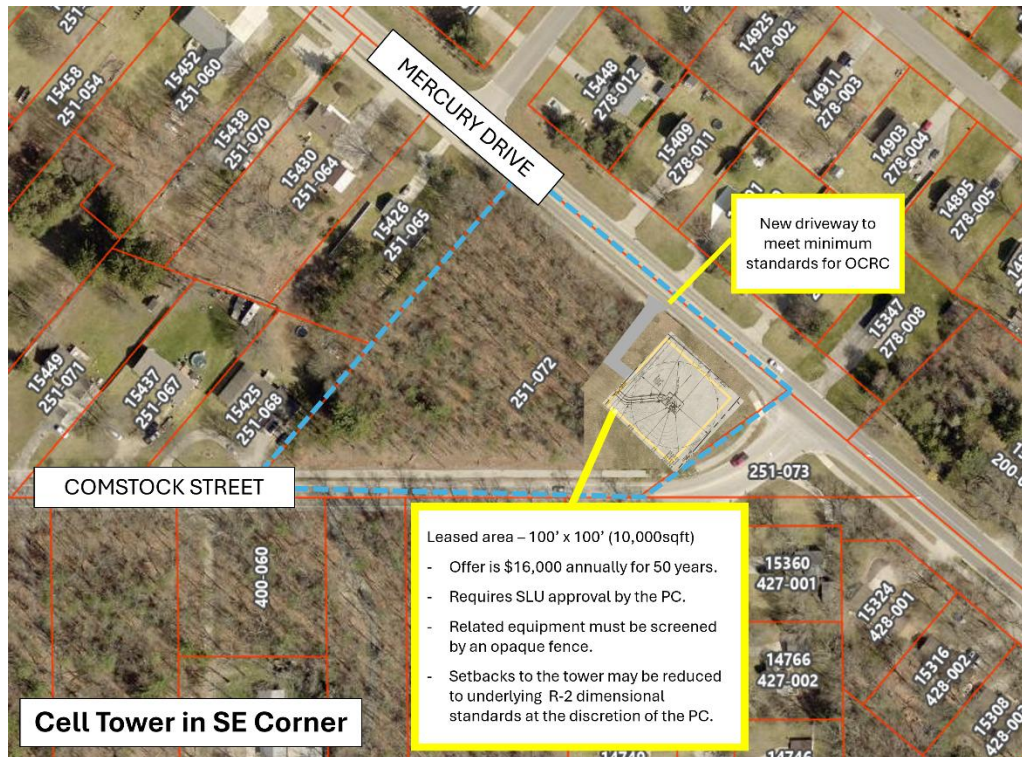
Staff have been contacted by a representative from Kendall Communications, on behalf of Galaxi Towers, who has indicated interest in constructing a 150' monopole style tower on the property. The representative indicated the company would be agreeable to a 50-year lease for a 100' x 100' portion of the property, with the Township receiving \$16,000 annually for the term of the lease. The tower would also require a 30'-wide utility easement from the road right-of-way to the tower.

Staff created example site plans for the property and reviewed them in the Public Works and Transportation Committee Meeting. Though a quorum was not present, the consensus from the conversation was to bring the concept to the Township Board for consideration. Wireless communications towers are processed as a Special Land Use (SLU) in all zoning districts and would require approval through a public hearing with the Planning Commission.

EXAMPLE SITE PLAN

Staff developed a rough site plan provided on the next page, which visualizes how the site could be developed to preserve a portion of the land for use in the future.

The conceptual site plan assumes that the tower would be located in the southeast corner of the property, and the setbacks would be reduced to the standard R-2 dimensional requirements. Board Members may recall the text amendment which allows for reduced setbacks from the required equivalent of the tower height, provided the tower is designed to collapse in on itself rather than fall over. The ground equipment is required to be screened by an opaque fence.



SAMPLE MOTIONS

If the Township Board believes the use of the property for a wireless telecommunications tower would be beneficial to the community, the following motion can be offered:

Motion to authorize Administrative staff to seek the development of a cell tower on Township property near the intersection of Mercury Drive and Comstock Street, and to authorize Superintendent Cargo to execute a non-binding agreement with Galaxi Towers to prompt the company to proceed forward with a SLU application to construct a monopole wireless telecommunications tower on the Township property, Parcel # 70-03-35-251-072.

Galaxi Towers

BUSINESS TERM AGREEMENT

This is not a binding agreement.

The Tower Company and the Landowner may decline to proceed at any time.

FA:

Galaxi Site ID: MI-GRR-0001

Site Address: V/L Mercury Dr., Grand Haven, MI

**Landlord: Grand Haven Charter Twp.
13300 168TH AVE
GRAND HAVEN MI 49417**

TERMS:

LEASE TERM: Initial term 5 years, 9 additional 5-year terms (50 years total)

LEASED AREA: 100' X 100'

Including: ACCESS, FIBER, AND UTILITY EASEMENT: 30FT wide easement from Right of Way to tower site.

OFFER: \$16,000 (annual payment)

Escalation: 5% per term

LANDOWNER: Grand Haven Charter Twp.

(Sign): _____

Name: _____

Title: _____

Date: _____

SITE SKETCH: SEE NEXT PAGE

MI-GRR-0001
Grand Haven Charter Twp
Site sketch

Legend





Fire/Rescue Memo

DATE: February 17, 2026

TO: Township Board

FROM: Chief Schrader and Assessing Director Ashley Larrison

RE: Temporary Facility Use License Agreement

Life EMS has approached Spring Lake Fire and Grand Haven Township Fire Rescue asking if they could use our fire stations while they pursue a long-term facility solution. An MOU has been established between Spring Lake and Life EMS, providing for no-cost use of their facility. GHT Fire Rescue has identified about 1040 Square Feet that Life EMS could use to store ambulances and equipment. In consultation with Director Larrison the agreement would include a fee of \$912.00 per month. GHT and Director Larrison recommend this for the following:

1. Per legal advice, this agreement would be a “License Agreement” which offers additional protection for the township over a lease agreement.
2. Life EMS will only have access to a defined area of the fire station.
3. This agreement is a short-term solution that will support delivery of EMS within our township while Life EMS identifies a permanent facility.
4. The initial terms of this agreement are for 9 months.

This “License Agreement” would only be executed if Life EMS enters an overall agreement to deliver EMS to the area municipalities. If the Board approves this recommendation the following motion can be offered:

Motion: Authorize Superintendent Cargo to execute the License Agreement between Life EMS and Grand Haven Township Fire Rescue. This agreement will be contingent on having an overall agreement with Life EMS to deliver ambulance services to GHT and area municipalities.

TEMPORARY FACILITY USE LICENSE AGREEMENT

Grand Haven Charter Township – Life EMS, Inc.

This Temporary Facility Use License Agreement (this “**Agreement**”) is made and entered into as of [REDACTED], 2026 (the “**Effective Date**”), by and between Grand Haven Charter Township, a Michigan charter township (“**Licensor**”), and Life EMS, Inc., a Michigan corporation (“**Licensee**”).

RECITALS

- A. Licensor owns and operates the Grand Haven Township Fire Station located at 13250 168th Ave, Grand Haven, Michigan 49417 (the “**Facility**”).
- B. Licensee provides emergency medical services (“**EMS**”) within the region and seeks short-term space to support its EMS operations while it identifies and secures a permanent facility.
- C. Licensor is willing to grant Licensee a limited, nonexclusive, revocable license to use a defined portion of the Facility on the terms and conditions set forth herein, solely as an interim accommodation, without creating any leasehold, tenancy, or other property interest.

AGREEMENT

1. GRANT OF LICENSE; NATURE OF LICENSOR

1.1 **Grant.** Subject to the terms of this Agreement, Licensor grants Licensee a limited, nonexclusive, nontransferable, revocable license (the “**License**”) to use approximately 1,140 sq ft within the Facility, including one bay and an area for temporary equipment storage, as shown in **Exhibit A** (the “**Licensed Area**”), together with nonexclusive access to common areas reasonably necessary for ingress/egress and permitted use as described and limited herein.

1.2 **No Lease or Tenancy.** The parties expressly agree this Agreement is a license only; it conveys no leasehold, possessory estate, or exclusive right of possession. No landlord-tenant relationship is created. Licensee’s rights are contractual and revocable as provided herein.

1.3 **Licensor Priority.** Licensor retains paramount control of the Facility and all rooms. Licensor may relocate the Licensed Area within the Facility on reasonable notice to accommodate Township operational needs, provided the alternative area is reasonably suitable for the Permitted Use.

2. TERM; TERMINATION

2.1 **Term.** The term commences on the Effective Date and continues for nine (9) months unless earlier terminated (the “**Term**”). By mutual written agreement of both parties, the Term may be extended once for up to six (6) additional months.

2.2 Convenience Termination. Licensee may terminate for convenience for any or no reason on thirty (30) days' prior written notice. Licenser may terminate for convenience for any or no reason on sixty (60) days' prior written notice.

2.3 Termination for Cause. Licenser may terminate immediately upon written notice for any material breach by Licensee that (i) threatens health, safety, or Township operations; or (ii) involves prohibited substances or environmental noncompliance. For other material breaches, Licenser may terminate on seven (7) days' written notice if the breach is not cured within that seven-day period.

2.4 Surrender. Upon expiration or earlier termination, Licensee shall promptly (and in any event within 24 hours of the termination effective time) vacate the Facility, remove its property, properly dispose of regulated medical waste and other materials, and return all keys/access credentials. Any property remaining thereafter may be treated as abandoned at Licenser's option, at Licensee's risk and expense.

2.5 Judicial Process Acknowledgment. The parties acknowledge that Michigan law generally requires judicial process to remove occupants asserting possessory rights. Nothing herein authorizes self-help. Licensee agrees that any court of competent jurisdiction may enter immediate injunctive relief and an order of possession in favor of Licenser upon a showing of termination pursuant to this Section 2, in which case, Licenser shall also be awarded its attorney fees.

3. LICENSE FEE; UTILITIES; SERVICES

3.1 License Fee. Licensee shall pay a monthly license fee equal to **\$912.00** (approximately \$0.80 per square foot) ("**License Fee**"). License Fee is due in advance on the first day of each calendar month. For partial months, the fee is prorated on a daily basis (1/30th per day).

3.2 Included Utilities/Services. Licenser will provide ordinary building utilities (electric, water, sewer, heat), Facility Wi-Fi access, and a trash container in the apparatus bay with normal trash service. Licensee is responsible for moving its trash to the dumpster.

3.3 Excluded/Licensee-Provided. Licensee shall provide its own telecom beyond Wi-Fi, specialized data connectivity, medical waste disposal, biohazard disposal services, and laundry. In unexpected circumstances, Licensee may request access to Licenser laundry with on-duty officer approval.

4. PERMITTED USE; HOUSE RULES

4.1 Permitted Use. Staging of EMS personnel, equipment and one or more ambulances; incidental administrative work by Licensee's manager in assigned office space (subject to Licensee's priority to use office space); limited kitchen use and shared refrigerator use as described below (collectively, the "**Permitted Use**").

4.2 Kitchen and Break Areas. Licensee may use the kitchen to heat meals and eat between 0700 and 2130 hours. Outside those hours, Licensee may use the microwave located in the training room. The training-room refrigerator is a shared space; food shall be removed at the end of each shift. Licensee

shall keep such appliances as its uses clean after each use. Day room use should be very limited and only if cleared by Fire Department staff. Sleeping is prohibited in the day room.

4.3 Priority of Township Use. Licensor has priority in all rooms and training areas. Day room use by Licensee shall be very limited and only if cleared by Fire Department staff. Sleeping is prohibited in the day room for Licensee and its personnel. Licensee is prohibited from the dorm area unless accompanied by Fire Department staff. When such is not needed by Licensor, Licensee may use soap and supplies of Licensor to wash Licensor's vehicles.

4.4 Cleanliness and Reporting. Licensee's crews shall keep their areas clean, promptly clean up after themselves, and report dirty conditions or station issues to the on-duty fire officer.

4.5 Property Damage. Each party is responsible for damage it or its personnel may cause. If Licensor damages Licensee's equipment, Licensor is responsible for such damage; if Licensee damages Licensor equipment or the Facility, Licensee is responsible for the costs or repair and/or replacement.

4.6 Conduct Restrictions. No smoking, vaping, tobacco use, illegal drugs, alcohol, or firearms are permitted on Licensor property or in the Facility. Licensee personnel shall comply with all posted station rules and directives of the on-duty fire officer.

5. PROHIBITED MATERIALS; ENVIRONMENTAL; BIOHAZARDS

5.1 Dangerous Substances. Absent written consent from Licensor, Licensee shall not bring to or store at the Facility any hazardous or dangerous chemicals, explosives, flammables (other than small quantities inherent to EMS operations such as oxygen cylinders and limited cleaning agents stored and secured per code), radioactive materials, lithium-ion batteries outside of manufacturer-approved devices/chargers, or other regulated substances.

5.2 Compliance. Licensee shall comply with all applicable federal, state, and local environmental, fire and life-safety laws, including OSHA/MIOSHA, NFPA, and applicable building/fire codes. Oxygen storage and any battery charging shall comply with code and manufacturer specifications.

5.3 Regulated Medical Waste. Licensee is solely responsible for proper handling, storage, and disposal of biohazard/regulated medical waste generated by its operations, including compliance with the OSHA Bloodborne Pathogens Standard and applicable Michigan requirements.

5.4 Spills/Release. Licensee shall immediately report and remediate at its expense any spill, release, or contamination caused by Licensee, and indemnify Licensor as provided in Section 8.

5.5 Inspections. Licensor may conduct reasonable inspections for safety and compliance and may immediately remove or require removal of any prohibited or unsafe materials.

6. ACCESS; SECURITY; RELOCATION

6.1 Access Credentials. Licensor will issue reasonable keys or access credentials. Licensee shall not duplicate or share credentials beyond authorized personnel and shall return all credentials upon surrender.

6.2 Security; Shared Wi-Fi. Licensee acknowledges Wi-Fi is shared and unsecured for HIPAA purposes; Licensee is responsible for any PHI security compliance.

6.3 Relocation. As noted in Section 1.3, Licensor may relocate the Licensed Area on reasonable notice if needed for Township operations.

7. INSURANCE

7.1 Coverage. Throughout the Term, Licensee shall maintain at its expense: (a) Commercial General Liability with limits not less than \$1,000,000 per occurrence / \$2,000,000 aggregate; (b) Automobile Liability (any auto) with limits not less than \$1,000,000; (c) Workers' Compensation/Employers Liability as required by law; and (d) Professional Liability/Medical Malpractice for EMS operations not less than \$1,000,000 per claim / \$3,000,000 aggregate.

7.2 Additional Insured; Primary/Non-contributory. Licensor and its officers, employees, and agents shall be named as additional insureds on CGL and Auto for liability arising out of Licensee's operations at the Facility, on a primary and non-contributory basis; waiver of subrogation applies where available by endorsement.

7.3 Certificates. Licensee shall provide certificates of insurance and endorsements prior to occupancy and upon renewal.

8. INDEMNIFICATION

8.1 By Licensee. To the fullest extent permitted by law, Licensee shall defend, indemnify, and hold harmless Licensor and its officers, officials, employees, and agents from and against any and all claims, demands, suits, damages, losses, liabilities, fines, penalties, costs, and expenses (including reasonable attorney fees and costs) arising out of or related to: (a) personal injury, death, or property damage caused in whole or in part by the acts or omissions of Licensee or its personnel, contractors, or invitees; (b) Licensee's breach of this Agreement; (c) environmental matters, spills, contamination, or improper handling/disposal of regulated medical waste attributable to Licensee; and (d) alleged violations of law by Licensee. These indemnity obligations survive expiration or termination.

8.2 Exceptions. The foregoing indemnity does not apply to the extent a claim is finally determined to have been caused by Licensor's gross negligence or willful misconduct.

9. DEFAULTS; REMEDIES; ATTORNEY FEES

9.1 Events of Default. Licensee's failure to comply with Sections 4, 5, 6, 7, or 10, nonpayment of License Fee, or violation of law or Township directives constitutes a material default. This list is not an exhaustive list of material defaults hereof.

9.2 Remedies. In addition to termination rights under Section 2, Licensor may pursue any remedies available at law or in equity, including immediate injunctive relief and orders restoring possession to Licensor. Licensee acknowledges that monetary damages are inadequate for ongoing safety or operational violations.

9.3 Fees. The prevailing party in any action to enforce or arising from this Agreement is entitled to recover its reasonable attorney fees and court costs.

10. COMPLIANCE; PERSONNEL; INTERFERENCE

10.1 Laws and Policies. Licensee shall comply with applicable laws and all Facility rules and directives. Licensee's presence and activities shall not unreasonably interfere with Township operations or emergency responses.

10.2 Personnel. Licensee is solely responsible for the supervision, conduct, compensation, and benefits of its personnel. Licensee shall comply with applicable nondiscrimination laws.

11. MISCELLANEOUS

11.1 Notices. Notices shall be in writing and delivered personally, by overnight courier, or by certified mail, return receipt requested, to the addresses below, or to such other addresses as a party may designate in writing.

11.2 Assignment. Licensee may not assign or sublicense without Licensor's prior written consent.

11.3 Entire Agreement; Amendment. This Agreement constitutes the entire agreement and may be amended only by a signed writing.

11.4 Governing Law; Venue. Michigan law governs; venue lies in the state courts sitting in Ottawa County, Michigan.

11.5 Public Entity. Nothing herein waives any governmental or sovereign immunities of Licensor.

11.6 Counterparts; E-Signatures. This Agreement may be executed in counterparts and by electronic signatures, each deemed an original.

[Signatures on Following Page]

This Agreement is executed by the parties effective on the Effective Date set forth above.

LICENSOR:

Grand Haven Charter Township
a Michigan charter township

By: William D. Cargo

Its: Superintendent

LICENSEE:

Life EMS, Inc.
a Michigan corporation

By: _____

Its: _____

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2026**

WATER

MONTH	WORK ORDERS	METERS		REPLACED METERS	REPLACED MXU'S	NEW TAPS		CROSS CONNECTION INSPECTIONS	MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS WATER	MILLION GALLONS OF G.R. WATER	G.R. SUPPLIMENTAL WATER
		INSTALLED 3/4"	1"			3/4"	1"					
JANUARY	74	3	1	13	13	1	1	0	0	35.46	1.13	0.00
FEBRUARY										0.00	0.00	0.00
MARCH										0.00	0.00	0.00
APRIL										0.00	0.00	0.00
MAY										0.00	0.00	0.00
JUNE										0.00	0.00	0.00
JULY										0.00	0.00	0.00
AUGUST										0.00	0.00	0.00
SEPTEMBER										0.00	0.00	0.00
OCTOBER										0.00	0.00	0.00
NOVEMBER										0.00	0.00	0.00
DECEMBER										0.00	0.00	0.00
TOTAL YTD	74	3	1	13	13	1	1	0	0	35.46	1.13	0.00
TOTALS		4				2						1.13
						5793				36.59		

NOTES:

WASTEWATER

MONTH	WORK	MAIN INSTALLED	MILLION GALLONS OF
-------	------	-------------------	-----------------------

	ORDERS	NEW TAPS	IN FEET	WASTE PUMPED
JANUARY	0	0		10.84
FEBRUARY				0.00
MARCH				0.00
APRIL				0.00
MAY				0.00
JUNE				0.00
JULY				0.00
AUGUST				0.00
SEPTEMBER				0.00
OCTOBER				0.00
NOVEMBER				0.00
DECEMBER				0.00
TOTAL YTD	0	0	0	10.84
TOTALS		1104		

NOTES:

JANUARY 2026 Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
LITTER - 3RD CITATION	1
POOL & HOT TUB - 1ST NOTICE	1
RENTAL - FIRST CITATION LETTER	3
RENTAL - SECOND CITATION LETTER	1
RENTAL - THIRD CITATION LETTER	2
RENTAL RENEWAL EXPIRATION	6
RV IN FRONT YARD - 1ST NOTICE	1
WORK WITHOUT PERMITS - 1ST NOTICE	1
WORK WITHOUT PERMITS - 2ND NOTICE	1

Total Letters Sent: 17

Letter.DateTimeCreated Between 01/01/2026 AND 0
Letter.LinkFromType = Enforcement

JAN. OPENED Enforcements By Category

Monthly Report

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E26CE0002	15663 MERCURY DR	1ST NOTICE OF VIOLATION LETTER	01/05/26		

Total Entries: 1

RENTAL INVESTIGATION

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E26CE0004	17762 COMSTOCK ST	INVESTIGATION ONLY	01/06/26		
E26CE0007	17749 COMSTOCK ST	CITATION/CIVIL INFRACTION	01/19/26		
E26CE0008	14710 154TH AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0009	14094 168TH AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0010	15351 COLEMAN AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0011	14706 PARK AVE		01/20/26		
E26CE0012	15323 MERCURY DR 15315-15	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0013	15383 COVE ST	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0014	13680 168TH AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0015	15865 LAKE AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0016	15877 LAKE AVE	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0017	16086 MINA CT PVT	CITATION/CIVIL INFRACTION	01/20/26		
E26CE0018	15501 CLOVERNOOK DR	CLOSED	01/22/26	01/29/26	
E26CE0020	15178 154TH AVE	INVESTIGATION ONLY	01/26/26		
E26CE0023	15053 161ST AVE	CITATION/CIVIL INFRACTION	01/28/26		

Total Entries: 15

ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E26CE0006	17121 HAYES ST	ATTORNEY OFFICE	01/12/26		

Total Entries: 1

Enforcement.DateFiled Between 1/1/2026 12:00:00 AM
AND 1/31/2026 11:59:59 PM AND

Enforcement.CodeOfficer = ERIC VANDERMEULEN

Total Records: 17

JAN. CLOSED Enforcements By Category

Monthly Report

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E25CE0260	15769 MERCURY DR	RESOLVED	12/18/25	01/16/26	01/16/2026

Total Entries: 1

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E25CE0131	14052 152ND AVE	RESOLVED	07/22/25	01/09/26	

Total Entries: 1

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E25CE0211	13674 BITTERSWEET DR	RESOLVED	10/14/25	01/06/26	

Total Entries: 1

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E25CE0255	14822 177TH AVE	RESOLVED	12/15/25	01/05/26	
E25CE0256	14730 177TH AVE	RESOLVED	12/15/25	01/05/26	

Total Entries: 2

RENTAL INVESTIGATION

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E23CE0384	14052 152ND AVE	NO VIOLATION	10/23/23	01/09/26	
E24CE0209	12599 WILDERNESS TR PVT	NO VIOLATION	06/14/24	01/09/26	
E25CE0070	13378 WINDING CREEK DR	INVESTIGATION ONLY	04/29/25	01/09/26	
E25CE0190	14924 LAKESHORE DR	RESOLVED	09/25/25	01/20/26	
E25CE0264	15060 WESTRAY ST	RESOLVED	12/29/25	01/19/26	
E25CE0266	15528 CLOVERNOOK DR	CLOSED	12/29/25	01/26/26	
E25CE0268	13995 152ND AVE 13993	RESOLVED	12/29/25	01/27/26	
E26CE0018	15501 CLOVERNOOK DR	CLOSED	01/22/26	01/29/26	

Total Entries: 8

SHORT TERM RENTAL

JAN. CLOSED Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E25CE0086	9745 160TH AVE	INVESTIGATION ONLY	06/05/25	01/09/26	

Total Entries: 1

Total Records: 14

Enforcement.DateClosed Between 1/1/2026 12:00:00 AM
AND 1/31/2026 11:59:59 PM AND
Enforcement.CodeOfficer = ERIC VANDERMEULEN

Total Pages: 2

Report Created: 02/03/26



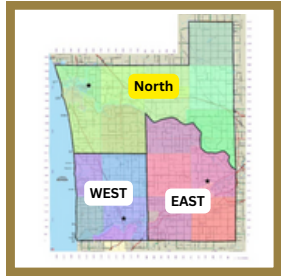
OTTAWA COUNTY SHERIFF'S OFFICE

12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff

David Kok | Undersheriff

January 2026



Chester Township * City of Coopersville * City of Ferrysburg * Crockery Township * Grand Haven Charter Township * Polkton Charter Township * Robinson Township * Spring Lake Township * Tallmadge Charter Township * Village of Spring Lake * Wright Township

January Around District 6

January brought continued winter weather, with cold temperatures and snowfall impacting road conditions throughout the district. Staff dedicated significant time to responding to traffic crashes and assisting motorists whose vehicles became disabled or stranded in ditches due to hazardous conditions.

Throughout the North District, the Sheriff's Office responded to a total of 1,680 calls for service, while deputies conducted 473 traffic contacts during the month.

Staff also completed January in-service training and will conclude the remaining winter in-service sessions in March.

Looking ahead, the Sheriff's Office will host a Church Safety Workshop on Saturday, March 21. This full-day event will cover a variety of topics related to church safety and preparedness. The workshop will take place at Harvest in Spring Lake and will be offered at no cost. Interested individuals are encouraged to visit the county website and sign up for email updates, which will provide notification when registration becomes available.

Finally, the Sheriff's Office is pleased to announce the rollout of our new uniforms, which will begin this week. This long-anticipated update reflects the agency's commitment to professionalism and functionality. Please see the accompanying photos.



Respectfully Submitted,

Lieutenant Ryan DeVries
Ottawa County Sheriff's Office
Desk: 616-215-1596
Email: rdevries@miottawa.org





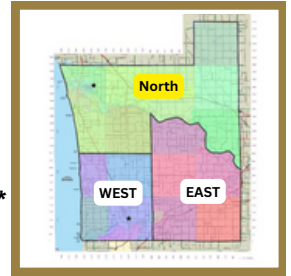
OTTAWA COUNTY SHERIFF'S OFFICE

12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff

David Kok | Undersheriff

January 2026



Chester Township * City of Coopersville * City of Ferrysburg * Crockery Township * Grand Haven Charter Township * Polkton Charter Township * Robinson Township * Spring Lake Township * Tallmadge Charter Township * Village of Spring Lake * Wright Township

<u>Chester Township</u>	Jan. 26	Dec. 25
Calls	34	26
Enforcement	4	1
Crashes	9	9
Medicals	5	3

<u>City of Coopersville</u>	Jan. 26	Dec. 25
Calls	151	116
Enforcement	39	59
Crashes	14	19
Medicals	37	19

<u>City of Ferrysburg</u>	Jan. 26	Dec. 25
Calls	116	97
Enforcement	47	40
Crashes	26	19
Medicals	11	13

<u>Crockery Township</u>	Jan. 26	Dec. 25
Calls	168	185
Enforcement	59	35
Crashes	27	32
Medicals	12	15

<u>Grand Haven Township</u>	Jan. 26	Dec. 25
Calls	324	379
Enforcement	114	107
Crashes	34	42
Medicals	52	55

<u>Polkton Township</u>	Jan. 26	Dec. 25
Calls	126	105
Enforcement	26	42
Crashes	35	23
Medicals	5	9



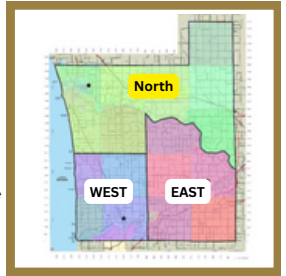
OTTAWA COUNTY SHERIFF'S OFFICE

12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff

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January 2026



Chester Township * City of Coopersville * City of Ferrysburg * Crockery Township * Grand Haven Charter Township * Polkton Charter Township * Robinson Township * Spring Lake Township * Tallmadge Charter Township * Village of Spring Lake * Wright Township

<u>Robinson Township</u>	Jan. 26	Dec. 25
Calls	95	113
Enforcement	19	30
Crashes	20	18
Medicals	6	12

<u>Spring Lake TWP</u>	Jan. 26	Dec. 25
Calls	241	254
Enforcement	55	37
Crashes	20	21
Medicals	57	65

<u>Tallmadge TWP</u>	Jan. 26	Dec. 25
Calls	207	189
Enforcement	50	54
Crashes	52	35
Medicals	26	46

<u>Village of Spring Lake</u>	Jan. 26	Dec. 25
Calls	82	80
Enforcement	44	42
Crashes	5	6
Medicals	13	13

<u>Wright Township</u>	Jan. 26	Dec. 25
Calls	136	91
Enforcement	16	11
Crashes	36	28
Medicals	13	5



Manager's Memo

DATE: February 19, 2026
TO: Township Board
FROM: Cargo
RE: Modified Office Hours - Review

SUMMARY

At the August 11, 2025 Board meeting, the Board requested a report regarding the modified work Administrative Office work hours – i.e., Monday through Thursday 7:30 a.m. until 5:30 p.m., and Friday 7:30 a.m. until 11:30 a.m.

In brief, because there have very few concerns raised by residents, and because almost all Administrative Office staff “like” the modified work schedule, and because there is some indication that the extended office hours Monday through Friday provide a convenience to residents, **I am not recommending any further changes to the modified work schedule for the Administrative Office.**

OVERVIEW

The history of the modified work schedule can be outlined as follows:

- ✓ May of 2025 – the Township Board seeks staff input on a series of proposed modified work schedules and implements the modified schedule with the highest staff support over the summer months.
- ✓ July of 2025 – Staff are surveyed a second time on different modified work schedules. The current schedule received over 60% support.
- ✓ August of 2025 – the Township Board implements the current modified work schedule and requests a report after six months.

Staff have adjusted to the modified work schedule, and the public has to a large degree become aware of the new office hours.

However, during certain periods, such as tax time, a few residents still want to pay their taxes in person on a Friday afternoon and find that the office is closed. That said, some residents and builders are taking advantage of the extended work hours Monday through Friday.

Bottom line – the modified work hours has garnered staunch support among the staff over the previous six-months and there have been insufficient problems or concerns raised by residents to justify any further change.

If there are any questions or comments, please contact me at your convenience.

