

MINUTES OF THE REGULAR MEETING OF THE **GEORGETOWN CHARTER TOWNSHIP BOARD** HELD OCTOBER 10, 2016.

The meeting was called to order by Richard VanderKlok, Clerk, at 7:30 p.m.

**#161010-01 – Appoint Acting Chairperson**

Moved by Carol Scholma, seconded by John Schwalm, to appoint Richard VanderKlok as acting chairperson.

MOTION CARRIED UNANIMOUSLY.

Prayer for guidance by Carol Scholma

Pledge of Allegiance to the Flag

Roll Call

Members present: Richard VanderKlok, John Schwalm, Jim Wierenga, Ron Villerius, Carol Scholma  
Also present: Daniel Carlton, Township Superintendent  
Absent: D. Dale Mohr, Chad Tuttle

**#161010-02 - Agenda as presented for October 10, 2016**

Moved by Richard VanderKlok, seconded by Jim Wierenga, to add item 14a. to direct the Superintendent to demolish the former Senior Center building.

Yeas: Richard VanderKlok, John Schwalm, Jim Wierenga, Carol Scholma  
Nays: Ron Villerius  
Absent: Dale Mohr and Chad Tuttle

MOTION CARRIED.

Moved by Carol Scholma, seconded by Jim Wierenga, to approve the agenda as presented, with the additional item, for September 26, 2016.

MOTION CARRIED UNANIMOUSLY.

**#161010-03 - Communications, letters and reports: Received for information, to be filed:**

- a. ZBA Meeting Minutes of [9/28/2016](#)
- b. Finance Committee meeting minutes of [10/6/2016](#)
- c. Planning Commission meeting minutes of [10/5//2016](#)
- d. Services Committee meeting minutes of [10/6/2016](#)
- e. Sheriff's Department [July](#) and [August](#) 2016 Reports
- f. Ottawa County Road Commission [October 2016](#) Newsletter
- g. [Building Permit](#) information

**#161010-04 – Public Hearing and (PUD1603) (Ordinance No. 2016-04)** Todd Ponstein, 6601 Wilshere, is requesting (**rezoning from NS to PUD**) **preliminary planned unit development approval** and **final development plan approval** for mini-storage garages, on a parcel of land

described as P.P. # 70-14-22-364-007, located at 6555 Center Industrial Dr., Georgetown Township, Ottawa County, Michigan.

Moved by Jim Wierenga, seconded by Carol Scholma, to open the public hearing.

MOTION CARRIED UNANIMOUSLY.

No one was present to make public comments

Moved by Carol Scholma, seconded by Ron Villerius, to close the public hearing.

MOTION CARRIED UNANIMOUSLY.

**Georgetown Charter Township  
Ottawa County, Michigan  
(Ordinance No. 2016-04)**

At a regular meeting of the Georgetown Charter Township Board held at the Township offices on October 10, 2016, beginning at 7:30 p.m. and after the second public hearing was held, Township Board Member Carol Scholma made a motion to adopt this Ordinance, which motion was seconded by Township Board Member Ron Villerius:

**AN AMENDMENT TO THE GEORGETOWN CHARTER TOWNSHIP  
ZONING ORDINANCE, AS AMENDED, AND MAP**

THE CHARTER TOWNSHIP OF GEORGETOWN (the “Township”) ORDAINS:

ARTICLE 1. The map of the Georgetown Charter Township Zoning Ordinance, as amended, is hereby amended to read as follows:

**(PUD1603) (Ordinance No. 2016-04)** Todd Ponstein, 6601 Wilshere, to approve (rezoning from NS to PUD) **preliminary planned unit development approval** and **final development plan approval** for mini-storage garages, on a parcel of land described as P.P. # 70-14-22-364-007, located at 6555 Center Industrial Dr., Georgetown Township, Ottawa County, Michigan, as shown on the following documents:

1. [Application](#);
2. [Narrative](#);
3. [Preliminary and final development plan](#) dated 08-31-16;
4. [Grading plan](#) dated 08-31-16;
5. [Elevation](#);
6. [Landscape](#) plan
7. [Streetscape](#) calculations.

**Based on the determinations that:**

- 1. The determination is that the proposal is consistent with the Master Plan.**
- 2. The determination is that the proposal does meet the ordinance requirement for pedestrian walkways.**
- 3. The determination is that the proposal does meet the ordinance requirement for architecture.**
- 4. The determination is that the proposal does meet the ordinance requirement for traffic.**
- 5. The determination is that the proposal does meet the ordinance requirement for open space.**
- 6. The determination is that the proposal does meet the ordinance requirement for uses that are allowed.**
- 7. The determination is that the proposal does meet the standards of approval.**

**Based on the findings that:**

1. The qualifying conditions in Sec. 22.2 are met;
2. The information as per Sec. 22.5 is provided, and
3. The plan meets the ordinance requirements of Sec. 22.10 as follows:
  - a. The qualifying conditions in Sec. 22.2 are met;
  - b. The proposed PUD is compatible with surrounding uses of land, the natural environment, and the capacities of public services and facilities affected by the development;
  - c. The proposed uses within the PUD will not possess conditions or effects that would be injurious to the public health, safety, or welfare of the community;
  - d. The proposed project is consistent with the spirit and intent of the PUD District, as described in Section 22.1 and represents an opportunity for improved or innovative development for the community that could not be achieved through conventional zoning;
  - e. The proposed PUD meets all the site plan requirements of Chapter 22 including Section 22.8, D.
  - f. The deviations, regulatory modification from traditional district requirements, are approved through a finding by the Planning Commission that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards.

**And with the following conditions:**

- 1. A Storm Water Drain Permit (written approval by the Drain Commissioner's office) shall be submitted to the Township prior to the issuance of any building permits.**
- 2. Utilities are to be coordinated with the DPW and Drain Commissioner's office.**
- 3. As per Sec. 22.11, a PUD agreement shall be submitted. The agreement shall be submitted to the Township prior to the issuance of any building permits.**
- 4. No outdoor storage is allowed. No businesses will be allowed to operate out of the storage units.**
- 5. Approved permits are required for all signs and all signs shall meet ordinance standards.**
- 6. The approval of the final development plan is contingent upon the Board approving the preliminary plan with rezoning. The approval of the final development plan is effective upon the effective date of the rezoning.**

Except as expressly modified by the above, the balance of the Zoning Map of the Georgetown Charter Township Zoning Ordinance, as amended, shall remain unchanged and in full force and effect.

ARTICLE 2. Severability. In the event that any one or more sections, provisions, phrases, or words of this Ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the enforceability of the remaining sections, provisions, phrases, or other words of this Ordinance.

ARTICLE 3. Except as specified above, the balance of the Georgetown Charter Township Zoning Ordinance, as amended, and map shall remain unchanged and in full force and effect.

ARTICLE 4. Effective Date. The provisions of this Ordinance shall take effect upon the expiration of seven (7) days from the date of publication of this Ordinance or a summary of its provisions in accordance with the law.

The vote in favor of adopting this Ordinance was as follows:

Yeas: Richard VanderKlok, John Schwalm, Jim Wierenga, Carol Scholma, Ron Villerius  
Nays: None  
Absent: Dale Mohr and Chad Tuttle

MOTION CARRIED UNANIMOUSLY AND ORDINANCE DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by Georgetown Charter Township Board at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

Dated: \_\_\_\_\_, 2016

By \_\_\_\_\_  
Richard VanderKlok  
Georgetown Charter Township Clerk

**#161010-05 – Public Comments for items on the agenda**

Public comments were made.

**#161010-06 - Consent agenda**

Moved by Carol Scholma, seconded by John Schwalm, to grant approval of the following.

- a. Approval of minutes of the previous board meeting on [September 26, 2016](#).
- b. Approval of the regular monthly [bills](#) for October 10, 2016 and [utility bills](#).
- c. Approval to appoint Kendall Gable (current ZBA alternate) to the ZBA to fulfill the term of Kelly Walkotten to expire 12/31/2017 due to Kelly Walkotten's resignation, as recommended by the Finance Committee.
- d. Approval to purchase two trucks for the DPW from the low bidder, Borgman Ford, as recommended by the Finance Committee.

Attachments:     [Barber Ford bid](#)  
                          [Borgman Ford bid](#)  
                          [Truck bids](#)

- e. Approval of the [revised cemetery fees](#), as recommended by the Services Committee.
- f. Approval of the Fire Department [request](#) to purchase [equipment](#) from Roll-N-Racks LLC in the amount of \$8,195.00, as recommended by the Services Committee. Note that the funds are available in the 2016 fire budget.
- g. Approval to authorize the Superintendent to expand the Christmas lights in the newly landscaped area along Chicago Dr.

MOTION CARRIED UNANIMOUSLY.

#### **#161010-07 – Cottonwood Drive Proposed Improvements.**

Moved by Carol Scholma, seconded by Jim Wierenga, to approve the Cottonwood Drive proposed [improvement project](#) from the Ottawa County Road Commission for the estimated amount of Township contribution of \$1,440,000, as recommended by the Finance Committee.

MOTION CARRIED UNANIMOUSLY.

#### **#161010-08 – Resolution to Require Connection to Sanitary Sewer**

Moved by Jim Wierenga, seconded by Ron Villerius, to approve the adoption of the resolution to require a connection to sanitary sewer for those homes that have access to the sanitary sewer system, as recommended by the Utilities Committee.

### **RESOLUTION NO. 161010-08**

## **A RESOLUTION REQUIRING THE CONNECTION OF DESIGNATED PREMISES TO THE TOWNSHIP'S PUBLIC SANITARY SEWER SYSTEM PURSUANT TO STATE LAW AND THE TOWNSHIP CODE OF ORDINANCES**

### **RECITALS**

WHEREAS, Part 127 of the Michigan Public Health Code, Act No. 368 of the Public Acts of 1978, as amended ("PHC") provides that public sanitary sewer services are essential to the public health, safety

and welfare and that connection to an available public sanitary sewer at the earliest reasonable date is in the public interest; and

WHEREAS, the PHC and the Township's Code of Ordinances identify an "available public sanitary sewer system" as one located in a right of way or other public space which crosses, adjoins or abuts property and passes not more than 200 feet at the nearest point from a structure in which sanitary sewage originates; and

WHEREAS, there are within the Township properties for which public sanitary sewer services are available and for which connection to the public sanitary sewer system are desirable for purposes of the public's health, safety and welfare; and

WHEREAS, Section 12753 of the PHC provides that structures in which sanitary sewage originates shall connect to an available public sanitary sewer system promptly, but not later than 18 months after the date of occurrence of the last of the following events or before the community in which the sewage originates requires the connection: (a) publication of a notice by the governmental entity which operates the public sanitary sewer system of the availability of the public sanitary sewer system in a newspaper of general circulation in the community or (b) modification of a structure so as to become a structure in which sanitary sewage originates.

WHEREAS, Georgetown Charter Township operates and administers a public sanitary sewer system in that portion of the Township described as follows:

and

WHEREAS, this Resolution is adopted in reliance on the information presented at a public meeting regarding the necessity of connecting certain premises in the Township to the public sanitary sewer system, and based on the complete Township record in this matter.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The foregoing provisions of this Resolution are adopted and acknowledged to be correct.
2. It is the determination of the Township Board that the following described premises located in the Township shall be required to connect to the Township's available public sanitary sewer system at the earliest reasonable date, but in any event no later than 18 months after the date of occurrence of the last of the following events or before the Township requires the connection: (a) publication of a notice by the Township of the availability of the public sanitary sewer system in a newspaper of general circulation in the Township or (b) modification of a structure so as to become a structure in which sanitary sewage originates:

(["Premises"](#)).

3. Nothing herein shall limit the authority of the Township to adopt ordinances or to take other actions that would require the connection of some or all of the Premises to the public sanitary sewer system within a shorter period of time than provided herein.

4. The Township Manager and Township Clerk are authorized and directed to take all actions necessary and proper to implement and effectuate this Resolution including, without limitation, the publication of the aforesaid notice.

5. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

Yeas: Richard VanderKlok, John Schwalm, Jim Wierenga, Carol Scholma, Ron Villerius

Nays: None

Absent: Dale Mohr and Chad Tuttle

MOTION CARRIED AND RESOLUTION NO. 161010-08 DECLARED ADOPTED

Georgetown Charter Township, a Michigan municipal corporation

\_\_\_\_\_  
Richard VanderKlok, Clerk

**CERTIFICATION**

I, Richard VanderKlok, the Clerk of Georgetown Charter Township, certify the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting held on October 10, 2016, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Richard VanderKlok, Clerk

**#161010-09 – Construction of Sewer in Chicago Dr.**

Moved by Jim Wierenga, seconded by Carol Scholma, to approve the [construction of sewer](#) in Chicago Dr.

Moved by Jim Wierenga, seconded by John Schwalm, to amend the plans to add construction of a pedestrian path to run from Main St. to 8<sup>th</sup> Ave.

AMENDMENT TO THE MOTION CARRIED UNANIMOUSLY

MOTION AS AMENDED CARRIED UNANIMOUSLY.

**#161010-10 – Replace Lights**

Moved by Richard VanderKlok, seconded by Ron Villerius, to authorize the Superintendent to replace the lights along Baldwin from the east Township line to Cottonwood Dr. to have them match Chicago Dr., as recommended by the Finance Committee.

MOTION CARRIED UNANIMOUSLY.

**#161010-11 – Public Survey for 200 Baldwin**

Moved by John Schwalm, seconded by Carol Scholma, to approve the proposal from Epic MRA to perform the public survey regarding 200 Baldwin, as recommended by the Services Committee.

Yeas: Richard VanderKlok, John Schwalm, Jim Wierenga, Carol Scholma

Nays: Ron Villerius

Absent: Dale Mohr and Chad Tuttle

MOTION CARRIED.

**#161010-12 – Demolish Former Senior Center Building**

Moved by Richard VanderKlok, seconded by Jim Wierenga, to direct the Superintendent to demolish the former Senior Center building.

Yeas: Richard VanderKlok, John Schwalm, Jim Wierenga, Carol Scholma

Nays: Ron Villerius

Absent: Dale Mohr and Chad Tuttle

MOTION CARRIED.

**#161010-13 – Public Comment**

There were public [comments](#).

**#161010-14 – Discussion and General information**

**#161010-15 – Closed Session for Superintendent Evaluation**

Moved by Carol Scholma, seconded by Jim Wierenga, to go to closed session for Superintendent Evaluation.

MOTION CARRIED UNANIMOUSLY.

**#161010-16 – Open Session**

Moved by Carol Scholma, seconded by Jim Wierenga, to go to open session.

MOTION CARRIED UNANIMOUSLY.

**#161010-17 – Superintendent Contract**

Moved by Richard VanderKlok, seconded by Carol Scholma, to extend the Superintendent's contract for two years and to add one week of vacation per year and to give a 4% raise.

MOTION CARRIED UNANIMOUSLY.

**#161010-18 – Compensation for Elected Officials**

Moved by Richard VanderKlok, seconded by Ron Villerius, to increase the annual compensation for the Supervisor from \$15,500 to \$16,275, for the Clerk from \$10,895 to \$11,440, for the Treasurer from \$10,300 to \$10,815, and for the Trustees from \$3,485 to \$3,659, effective January 1, 2017.

MOTION CARRIED UNANIMOUSLY.

**#161010-19 - Meeting Adjourned**

Moved by Carol Scholma, seconded by John Schwalm, to adjourn the meeting at 9:45 p.m.

MOTION CARRIED UNANIMOUSLY.

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D. Dale Mohr, Supervisor

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Richard VanderKlok, Clerk