



Georgetown Charter Township

1515 Baldwin St., Jenison, MI 49428

Finance Committee Meeting Agenda

January 9, 2019, *TIME CHANGE* 7:30 a.m.

1. PUBLIC NOTICE

NOTICE TO ALL RESIDENTS OF GEORGETOWN CHARTER TOWNSHIP

AND OTHER INTERESTED PERSONS

NOTICE IS HEREBY GIVEN that the Finance Committee is changing the meeting time for the Wednesday, January 9, 2019 meeting from the scheduled time of 8:15 a.m. to 7:30 a.m., at the Georgetown Township Offices, 1515 Baldwin Street, Jenison, Michigan.

Richard VanderKlok, Clerk

Georgetown Charter Township

Posted: 8:45 a.m., Friday, January 4, 2019

Georgetown Charter Township

1515 Baldwin St., Jenison, MI 49428

2. Call To Order

3. Roll Call

4. Approval Of The Minutes Of The Previous Meeting

4.I. Dec. 5 And 19, 2018 Finance Committee Meeting Minutes

Documents:

[FC181205MINUTES.PDF](#)

[FC181219MINUTES.PDF](#)

5. Amendment To Purchase And Development Agreement For 200 Baldwin St.

Motion: To recommend to the Township Board to the Amendment to Purchase and Development Agreement for 200 Baldwin St.

Documents:

[FIRST AMENDMENT TO PURCHASE AGREEMENT.PDF](#)

6. Discuss Fence Permit

Documents:

[FENCES.PDF](#)

7. Communications, Letters And Reports

8. Public Comments

9. Other Business

10. Adjournment

MINUTES OF THE GEORGETOWN TOWNSHIP FINANCE COMMITTEE MEETING HELD WEDNESDAY, DECEMBER 5, 2018

The meeting was called to order at 8:15 a.m.

Present: Jim Wierenga, Richard VanderKlok, Carol Scholma, members; Daniel Carlton,
Township Superintendent
Absent: None

#181205-01 - Finance Committee Minutes of November 21, 2018

Moved by Richard VanderKlok, seconded by Jim Wierenga, to approve the Finance Committee minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#181205-02 – 2019 Bid for Publishing Legal Notices

Moved by Richard VanderKlok, seconded by Carol Scholma, to recommend to the Township Board to approve the [bid](#) from Advance Newspapers for publishing legal notices from January 1, 2019 to December 31, 2019, for \$10.92 per column inch sent electronically (no increase), 20% upcharge for hardcopy submission, with the contract to be signed by the Clerk.

Note: The bid is the same that is currently in effect. The Advance only has one year contracts. It is not possible to get multiple bids because the Grand Rapids Press and the Advance are the same company. If no contract, the rate is \$16.90.

MOTION CARRIED UNANIMOUSLY.

#181205-03 – 2019 Appointments to Boards, Commissions and Committees

Moved by Carol Scholma, seconded by Richard VanderKlok, to recommend to the Township Board to approve the Supervisor's 2019 [appointments](#) to the Boards and Commissions.

MOTION CARRIED UNANIMOUSLY.

#181205-04 – Annual Renewal of Liquor Licenses

Moved by Carol Scholma, seconded by Richard VanderKlok, to recommend to the Township Board to approve the renewal of the following liquor licenses:

- 1) Liquor License (LIQ0901) for Sunnybrook Golf Club LLC, 624 Port Sheldon, as requested. The initial liquor license was approved by the Township Board on December 14, 2009 and renewed each year.
- 2) Liquor License (LIQ1601) Peppino's Pizza, 135 Chicago Dr., as requested. The initial liquor license was approved by the Township Board on February 8, 2016. At this time, the restaurant has not completed renovations for the expansion and has not started serving drinks yet. .
- 3) Liquor License (LIQ1602) The Win, 7628 Georgetown Center, as requested. The initial liquor license was approved by the Township Board on March 14, 2016. The restaurant opened the end of summer 2017 and has been in operation since.

- 4) Liquor License (LIQ1603) Los Amigos, 1814 Baldwin, as requested. The initial license was approved by the Township Board on July 11, 2016 and the restaurant has been in operation.
- 5) Liquor License (LIQ1702) Licari, GNL Group, 3627 Baldwin, as requested. The initial license was approved by the Township Board on June 12, 2017. The restaurant is in operation.

Note: Sec. 4-4(f) and (g) in the Code of Ordinances requires annual renewal of all liquor licenses before February 1 of each year. There is no fee for renewal.

MOTION CARRIED UNANIMOUSLY.

#181205-05 – 2018 Budget Amendments

Moved by Carol Scholma, seconded by Jim Wierenga, to recommend to the Township Board to approve the [2018 Budget Amendments](#).

MOTION CARRIED UNANIMOUSLY.

#181205-06 – 2019 Finance Committee Meeting Schedule

Moved by Richard VanderKlok, seconded by Carol Scholma, to approve the [2019 Finance Committee meeting schedule](#).

MOTION CARRIED UNANIMOUSLY.

#181205-07 – Consider Requiring a Fence Permit for the Construction of Any Fence

There was discussion and the committee members asked for more information.

#181205-08 – Credit Card Authorization

Moved by Richard VanderKlok, seconded by Carol Scholma, to recommend to the Township Board to authorize the Township Superintendent, or designee, to approve a maximum limit not to exceed \$120,000 for Township issued credit cards.

MOTION CARRIED UNANIMOUSLY.

#181205-09 – Wages for Board Members

Moved by Richard VanderKlok, seconded by Carol Scholma, to recommend to the Township Board to approve the following wages for Board members:

	2018	2019
		3.0%
Supervisor	16,763	17,266
Treasurer	11,139	11,473
Clerk	11,783	12,136
Trustees	3,769	3,882

MOTION CARRIED UNANIMOUSLY.

#181205-10 – Public Comments

There were no public comments.

#181205-11 – Other Business

After looking at materials and considering the attractiveness for the neighbors, the consensus of the committee was to go with a brick enclosure for the library dumpster.

#181205-12 – Adjournment

The meeting was adjourned at 9:15 a.m.

PUBLIC NOTICE

NOTICE TO ALL RESIDENTS OF GEORGETOWN CHARTER TOWNSHIP
AND OTHER INTERESTED PERSONS

NOTICE IS HEREBY GIVEN that the Finance Committee will hold a special meeting at the Georgetown Township Offices on Wednesday, December 19, 2018, at 4:00 p.m., at 1515 Baldwin Street, Jenison, Michigan, for the purpose of the library project.

Richard VanderKlok, Clerk
Georgetown Charter Township
Posted: 8:30 a.m., Monday, December 17, 2018
Georgetown Charter Township
1515 Baldwin St., Jenison, MI 49428

**MINUTES OF THE SPECIAL MEETING OF THE GEORGETOWN CHARTER TOWNSHIP
FINANCE COMMITTEE HELD DECEMBER 19, 2018, 4:00 p.m.**

The meeting was called to order at 4:00 p.m.

Roll Call

Members present: Richard VanderKlok, Carol Scholma, members; John Schwalm, alternate
Also present: Daniel Carlton, Township Superintendent; Rod Weersing, Assistant Manager
Absent: Jim Wierenga

#181219-01 – Review the Library Project

Moved by Richard VanderKlok, seconded by Carol Schwalm, to authorize the Superintendent to award bids for library construction [bid package](#) No. 3.

MOTION CARRIED UNANIMOUSLY.

#181219-02 – Public Comments

Members of the public were present but there were no public comments.

#181219-03 – Adjournment

The meeting was adjourned at 4:10 p.m.

FIRST AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT (this “Amendment”) is entered into as of the ____ day of December 2018, by and between GEORGETOWN CHARTER TOWNSHIP, a Michigan charter township (“Seller”) and ALRIG USA ACQUISITIONS, LLC, a Michigan limited liability company (“Purchaser”).

RECITALS

WHEREAS, Seller and Purchaser entered into that certain Purchase and Development Agreement (the “Agreement”) dated July 10, 2018 for the purchase of real property located at 200 Baldwin Street, Jenison, Michigan, as set forth and further described in the Agreement; and

WHEREAS, Seller and Purchaser desire to amend the Agreement upon the terms and conditions contained in this Amendment.

NOW, THEREFORE, in consideration of the mutual promises and understandings of the parties hereto and other good and valuable consideration, the receipt and sufficient of which are hereby acknowledged, Seller and Purchaser agree as follows:

1. Capitalized terms used but not defined herein shall have the same meaning ascribed to such terms in the Agreement.
2. Seller hereby grants Purchaser three (3) additional Due Diligence Extension Periods under the same terms and conditions as set forth in Section 3.2(a) of the Agreement. For avoidance of doubt, Purchaser has exercised two (2) Due Diligence Extension Periods as of the date hereof and pursuant to this Amendment, Purchaser now has four (4) more of such extensions.
3. In the event of a conflict between the terms, covenants, conditions and provisions of the Agreement and the terms, covenants, conditions and provisions of this Amendment, the terms, covenants, conditions and provisions of this Amendment shall govern. Except as modified by this Amendment, however, the terms, covenants, conditions and provisions of the Agreement are hereby ratified and confirmed and hereby are incorporated herein by this reference as if set forth herein.
4. This Amendment may be executed in several counterparts and by each party on a separate counterpart, each of which when so executed and delivered shall be an original, but all of which together shall constitute one instrument. Facsimile and electronic signatures shall have the same effect as original signatures.

[signature page follows]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment.

ALRIG USA ACQUISITIONS, LLC, a
Michigan limited liability company

By: _____
Name: Gabriel Schuchman
Its: Authorized Representative

"Purchaser"

Dated: December ____, 2018

GEORGETOWN CHARTER TOWNSHIP,
a Michigan charter township

By: _____
Name: Daniel Carlton
Its: Township Superintendent

"Seller"

Dated: December ____, 2018

Definitions:

Sec. 2.41 FENCE.

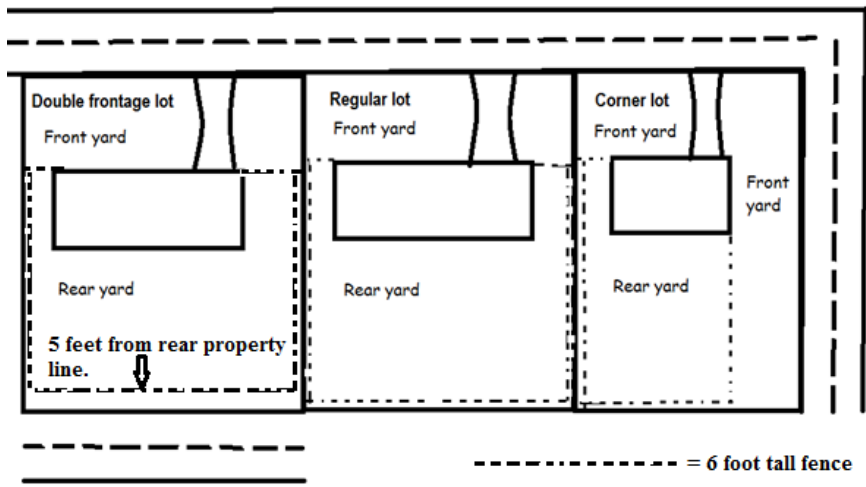
Any permanent fence, partition, **structure** or gate **erected** as a dividing **structure**, barrier or enclosure, and not part of a structure requiring a building permit. An ornamental fence is less than three (3) feet in height and more than two (2) feet from any lot or property lines (normally used to set off planting areas).

Sec. 2.93 STRUCTURE.

Anything constructed or erected, the use of which requires location on the ground or attachment to something on the ground.

Sec. 3.8 FENCES.

- (A) The **erection, construction, or alteration** of any fence shall conform to the requirements of the applicable zoning district. It shall be unlawful to construct any fence in any public right-of-way.
- (B) Unless specifically provided for elsewhere in this ordinance, a fence may not exceed a height of three (3) feet within the front setback area (including the required and non-required front yard) of all streets, or a height of six (6) feet in any other area; provided, however, that a security fence in a non-residential zone, or a security fence for the protection of public utility buildings or improvements may be extended by a barbed arm at least six (6) feet from the ground which increases the height of a fence to a maximum of seven (7) feet. (revised 10/14/2013)
- (C) A fence up to a height of four (4) feet may be permitted within the front setback area provided, in the opinion of the Zoning Administrator, the design, location, and materials of such fence will not obscure the visibility from such setback area of vehicular or pedestrian traffic along the street.
- (D) No fence located on property within a LDR, MDR, LMR, or MHP zoning district shall contain any barbed wire or electrification, except as provided for in Sec. 3.8(B). (revised 6-25-2001)
- (E) In the case of a double frontage lot in any Residential District, a fence up to six (6) feet in height may be erected in the rear yard, but shall be set back from the rear property line a minimum of five (5) feet. (added November 1995)



Ordinance requirement already in place to require a Zoning Compliance Certificate for the construction of a fence:

Sec. 29.3 ZONING COMPLIANCE CERTIFICATE.

- (A) No building, **structure, or item** shall be **erected**, altered, or moved, and no use be commence, unless a Zoning Compliance Certificate shall have been issued for such work or use by the Zoning Administrator.

- (B) Except upon written order of the Zoning Board of Appeals, no Zoning Compliance Certificate shall be issued for the erection, alteration, or use of any building or structure, or for the use of any land which is not in accordance with all provisions of this Ordinance.
- (C) A record of all Zoning Compliance Certificates issued shall be kept on file in the office of the Zoning Administrator.
- (D) No vacant land shall be used and no existing use of land shall be changed to a different class of use unless a Zoning Compliance Certificate is first obtained for the new or different use. (revised 1-24-2000) (revised 1-8-2001)

Note the following:

1. Sec. 29.3 of the ordinance requires an approved Zoning Compliance Certificate to be issued for prior to **ANYTHING (building, structure or item) being erected**, altered or moved. All other ordinance sections provide standards, regulations and requirements, but do not specifically call out the need for this approval. For example, the Township requires the Zoning Compliance Certificate for the construction of an accessory building, though the language in Sec. 3.4 (related to an accessory building) does not specifically state the requirement. Consequently, it would appear to be wrong to change the fence ordinance section to require this Zoning Compliance approval because it is already required. It would confuse people who could then say that, for example, the ordinance does require it for fences but does not specifically state the requirement for Zoning Compliance approval for an accessory building and, therefore, one should not be required for an accessory building.
2. People do not understand the ordinance definitions for yards. It would be confusing to people to limit the requirement of Zoning Compliance approval to fences in certain locations.
3. As per the current process for accessory buildings 200 square feet or less, a hand-drawn site plan is all that is required (no requirement for a certified survey) and the same is all that would be required for a fence (to show the height and location on a lot). A GIS map of the site could be used with the fence location shown.
4. No fee would be charged and the turnaround would be a day or two.
5. Letters could be sent to all fence companies with information about the new requirement.

OPTION FOR A MOTION:

Motion: To authorize (or recommend to the Township Board to authorize) the Superintendent to initiate a new office procedure to require a Zoning Compliance Certificate (aka “fence permit”) for the erection, construction or alteration of any fence within the Township (with no fee to be charged), noting that the ordinance already requires an approved Zoning Compliance Certificate for the erection or alteration of any structure or item (with language as defined in the Zoning Ordinance).