

**MINUTES OF THE REGULAR GEORGETOWN TOWNSHIP FINANCE COMMITTEE
MEETING HELD JANUARY 21, 2010**

The meeting was called to order by chairman D. Dale Mohr.

Present: D. Dale Mohr, John Schwalm, Chad Tuttle, members; Daniel Carlton, Township
Manager; Mannette Minier, secretary

Absent: none

No one from the public was present and there were no public comments.

#100121-01 – Finance Committee Minutes of January 7, 2010

Moved by D. Dale Mohr, seconded by Chad Tuttle, to approve the Finance Committee minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#100121-02 - Policy 2010-01, Code of Conduct and Ethics Policy

Moved by D. Dale Mohr, seconded by Chad Tuttle, to postpone action on Policy [2010-01](#), Code of Conduct and Ethics Policy.

MOTION CARRIED UNANIMOUSLY.

#100121-03 - Policy 2010-02, Policy on Nepotism

Moved by D. Dale Mohr, seconded by Chad Tuttle, to delete the words “high school” and “college student.”

MOTION CARRIED UNANIMOUSLY.

Moved by Chad Tuttle, seconded by John Schwalm, to recommend to the Township Board to approve revised Policy [2010-02](#), Policy on Nepotism.

MOTION CARRIED UNANIMOUSLY.

#100121-04 - Introduction and First Reading of Ordinance No. 2010-02, Floodplain Management Ordinance

Moved by John Schwalm, seconded by D. Dale Mohr, to recommend to the Township Board to approve the introduction and first reading of Ordinance No. 2010-02, Floodplain Management Ordinance, as follows:

**ORDINANCE NO. 2010-02
CHARTER TOWNSHIP OF GEORGETOWN
OTTAWA COUNTY, MICHIGAN**

**AN ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE
STATE CONSTRUCTION CODE AND FLOODPLAIN MANAGEMENT PROVISIONS
UNRELATED TO THE STATE CONSTRUCTION CODE.**

An ordinance to designate an enforcing agency to discharge the responsibility of the Charter Township of Georgetown located in Ottawa County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act. No. 230 of the Public Acts of 1972, as amended.

THE TOWNSHIP OF GEORGETOWN, OTTAWA COUNTY, MICHIGAN, ORDAINS:

Section 1. AGENCY DESIGNATED.

Pursuant to the provisions of the State Construction Code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the Charter Township of Georgetown is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Georgetown under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Floodplain Manager of the Charter Township of Georgetown is hereby designated as the enforcing agency to discharge the responsibilities of the Charter Township of Georgetown for floodplain management unrelated to the State Construction Code, including, but not necessarily limited to, zoning ordinances, subdivision regulations, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance), and other applications of police power that provide standards for the purpose of flood damage prevention and reduction. The Charter Township of Georgetown assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED.

Pursuant to the provisions of the State Construction Code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the Charter Township of Georgetown.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS.

The Federal Emergency Management Agency (FEMA) Flood insurance Study (FIS) Entitled Ottawa County, Michigan (all jurisdictions), dated PRELIMINARY JUNE 19, 2009, and the Flood Insurance Rate Maps (FIRMS) panel numbers of [26139C](#), [0234E](#), [0245E](#), [0255E](#), [0258E](#), [0261E](#), [0262E](#), [0263E](#), [0264E](#), [0266E](#), [0268E](#), [0332E](#), [0351E](#), [0352E](#), and [0356E](#), dated PRELIMINARY JUNE 19, 2009, are adopted by reference for the purposes of administration of Floodplain Management and administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS.

All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. EFFECTIVE DATE AND PUBLICATION

This Ordinance shall become effective on the thirtieth day after publication after adoption. This Ordinance was introduced and read for the first time on _____, published on _____, read for the second time and adopted by the Georgetown Charter Township Board on _____, published for the second time on _____, and effective thirty days from second publication which is _____.

Note: The Township has been working with FEMA, Ottawa County and the Michigan Department of Environmental Quality to adopt the digital maps. The maps are preliminary at this time because they are still being reviewed and appealed. However, they are better and more accurate than the current maps dated 1992.

The MDEQ recommended that the Township adopt the ordinance and resolution referencing the preliminary maps and to amend the ordinance and resolution at the time the maps are finalized (which could be a year or more) with the date of the final maps.

The purpose of the Township participating in the National Flood Insurance Program (NFIP) is to enable property owners to purchase insurance protection against losses from flooding. The Federal Government created the program to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. By adopting the ordinances and resolution stating that the Township will enforce floodplain management to reduce future flood risks to new construction in Special Flood Hazard Areas, an agreement is established with the Township and the Federal Government that the Federal Government will make flood insurance available within the Township as a financial protection against flood losses. The Township has been participating in the program with the old Flood Insurance Rate Maps (FIRM). However, to continue participating in the program, the Township is required to adopt the new maps.

See the document titled "[Floodplain Management for Georgetown Township](#)" dated February 2005 on the website for an explanation of floodplain management and what it means to the Township.

MOTION CARRIED UNANIMOUSLY.

#100121-05 - Resolution of Adoption to Manage Floodplain Development for the Nation Flood Insurance Program

Moved by Chad Tuttle, seconded by D. Dale Mohr, to recommend to the Township Board to approve the following resolution:

**GEORGETOWN CHARTER TOWNSHIP
RESOLUTION OF ADOPTION TO
MANAGE FLOODPLAIN DEVELOPMENT
FOR THE NATION FLOOD INSURANCE PROGRAM**

WHEREAS, the Community of Georgetown Charter Township currently participates in the Federal Emergency Management Agency's (FEMAs) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, and reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community, and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, issued by the FEMA, where the boundaries of the flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E. (This is to be included only if the FEMA has issued a FHBM for the community).
 3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
 4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
 5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance), and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
 6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act”, Act No. 230 of the Public Acts of 1972, as amended (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G if adopted by the community)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas, as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by an ordinance adoption action, the community accepted the responsibility to administer, apply, and enforce the provisions of the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all construction within its community boundaries.

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. The community directs its designated enforcing agent for the construction code act, the Building Official of the Charter Township of Georgetown, and directs its designated enforcing agent for floodplain management unrelated to the construction code act, the Floodplain Manager of the Charter Township of Georgetown, to administer, apply, and enforce the floodplain management regulations as contained in all adopted codes and ordinances, and in the state construction code (including Appendix G, if adopted), and to be consistent with those regulations by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area and areas with potential flooding.

- b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, the construction code act enforcing agent shall implement the following applicable codes according to their terms:
 1. Floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 2. Floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 3. Appendix G of the current Michigan Building Code, if adopted.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; providing information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintaining floodproofing and lowest floor construction records, cooperating with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps.
 - g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevations to which structures have been floodproofed.
2. The community assures the Federal Insurance Administrator (Administrator) that it intends to review, on an ongoing basis, all amended and revised Flood Hazard Boundary Maps (FHBMs) and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to continue to participate in the program.
 3. The community further assures the Administrator that it will adopt or has adopted the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

MOTION CARRIED UNANIMOUSLY.

#100121-06 - Appoint Floodplain Manager

Moved by D. Dale Mohr, seconded by John Schwalm, to recommend to the Township Board to appoint Mannelle Minier as the Township Floodplain manager

MOTION CARRIED UNANIMOUSLY.

#100121-07 - Bids for DPW Truck

Moved by D. Dale Mohr, seconded by John Schwalm, to postpone action on the bids.

MOTION CARRIED UNANIMOUSLY.

#100121-08 - Update on Status of Township Home at 1829 Rosewood St.

Attachment: [map](#)

#100121-09 – Stabilization Fund

Moved by John Schwalm, seconded by Chad Tuttle, to recommend to the Township Board to approve the following resolution:

Stabilization Fund Resolution

WHEREAS, the Township Board has already created a [Stabilization Fund](#); and

WHEREAS, the Township Board determined that the established Stabilization Fund would benefit the Township;

NOW THEREFORE BE IT RESOLVED by the Georgetown Township Board as follows:

That the Township Board hereby approves moving \$1,000,000 into the Stabilization Fund; and

That the budget be amended accordingly from the fund balance.

MOTION CARRIED UNANIMOUSLY.

#100121-10 – Update on Lawsuits

The Township Manager gave updates on the GLS lawsuit, Sewer Backup lawsuit and Family Fare/Little League lawsuit.

#100121-11 – Update on Fire in Township

The Township Manager reported on the fire at the Nylaan Body Shop and gave an update on the reconstruction project.

#100121-12 – Discussion on Credit Card Use for Payments

#100121-13 – Reviewed Property Damage at Sunset Manor

#100121-14 - The Proposed Agenda for January 25, 2010 was discussed

#100121-15 - Other Business

#100121-16 - Adjourned