

**MINUTES OF THE REGULAR GEORGETOWN TOWNSHIP FINANCE COMMITTEE
MEETING HELD APRIL 22, 2010**

The meeting was called to order by Chairman D. Dale Mohr at 4:00 p.m.

Present: D. Dale Mohr, Chad Tuttle, John Schwalm, members; Daniel Carlton, Township Manager; Mannette Minier, secretary
Absent: none

The following people from the public were present: Lloyd VanDuyn, Phil Strick, Donna Heuker and John Heuker. Phil Strick made public comments.

#100422-01 – Finance Committee Minutes of April 8, 2010

Moved by Chad Tuttle, seconded by John Schwalm, to approve the Finance Committee minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#100422-02 – Appoint Planning Commissioner

Moved by Chad Tuttle, seconded by John Schwalm, to recommend to the Township Board to appoint Brad Lyons to the Planning Commission to fulfill the open position resulting from Ed Stasiak's resignation with the term to expire 12/31/12, as recommended by the Supervisor.

Note: Other applicants include: Kendall Grable, Chadwick Stiles, David VanKley, Lloyd VanDuyn, Jeannine Bolhouse, Michael VanderBerg

Dan Carlton noted that the Planning Commissioners were appointed by the Supervisor and confirmed by the Township Board.

MOTION CARRIED UNANIMOUSLY.

#100422-03 – Appoint Alternate ZBA Member

Moved by Chad Tuttle, seconded by John Schwalm, to recommend to the Township Board to appoint Jeannine Bolhouse to the ZBA as an alternate with the term to expire 12/31/2012 to replace Brad Lyons who resigns as a ZBA alternate when appointed to the Planning Commission, as recommended by the Supervisor.

MOTION CARRIED UNANIMOUSLY.

#100422-04 – PUD Extension Request

Moved by D. Dale Mohr, seconded by Chad Tuttle, to recommend to the Township Board to approve the PUD extension request for PUD0802 (Appletree Learning Center PUD located at 2935, 2917, 2903, and 2887 Port Sheldon), to extend the time frame by two years from 7/16/10 to 7/16/12, for a final development phase to be submitted no later 7/16/12, as requested in the [letter dated 4-15-10](#).

Note: The preliminary plan was approved on August 25, 2008 and the first final

development plan was approved on July 16, 2008. Therefore, without the extension, the final development plan for the next phase would have to be submitted by July 16, 2010.

MOTION CARRIED UNANIMOUSLY.

Excerpt of the Zoning Ordinance- Sec. 22.8 FINAL DEVELOPMENT PLAN APPLICATION.

***Final Development Plan Approval Time Period – Single Phase:** Within twelve (12) months of the Township Board’s approval of the PUD preliminary plan and PUD rezoning, the applicant shall submit a request to the Zoning Administrator for final PUD approval. If the applicant fails to submit a request within twelve (12) months as stated above, then the preliminary site plan (not the PUD rezoning) shall be determined to be invalid.*

***Final Development Plan Approval Time Period – Dual or Multi Phased:** If the project includes phases, then the applicant must submit a request within twelve (12) months of the Township Board’s approval of the preliminary plan and PUD rezoning for final development plan approval of a phase. Following the final approval of the first PUD phase, the applicant must submit each subsequent phase within twenty-four (24) months of the approval date for the previous phase. If the applicant fails to submit the first phase within twelve (12) months or each subsequent phase within the twenty-four (24) month time period then the preliminary site plan incorporating all phases not already approved for final site plan shall be determined to be invalid.*

***Approval Time Extension:** Upon request to the Township Board and in accordance with Section 22.13, A, 1 and 2, the time frames may be extended for a reasonable period of time.*

#100422-05 – Resolution for Combination of County Clerk and County Register of Deeds

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

Resolution for Combination of County Clerk and County Register of Deeds

At a regular meeting of the Township Board of the Charter Township of Georgetown, Ottawa County, Michigan, held on April 26, 2010.

PRESENT: _____

ABSENT: _____

After discussion of the topic of the combination of the County Clerk and County Register of Deeds, the following resolution was offered by _____ and seconded by _____:

Whereas, the Georgetown Charter Township Board of Trustees has received and reviewed the report titled “Clerk-Register of Deeds Combination Report” dated March 9, 2010.

Whereas, the Georgetown Township Board supports the concept of smaller government without loss of services.

Whereas, as indicated in the report, Ottawa County would experience significant cost savings by combining the Ottawa County Clerk and Ottawa County Register of Deeds Offices.

Whereas, the County Clerk and Register of Deeds are elected officials and their main function is administrative.

Whereas, as indicated in the report, the citizens of Ottawa County would see no reduction of services if the offices were combined.

Whereas, as indicated in the report, the opportunity for cross training staff would provide additional savings to the tax payers of Ottawa County.

Whereas, as indicated in the report, the local units of government are concerned about the loss of election services; however, the decision of the Board of Commissioners of Ottawa County is to provide election services to local units of government by delegating responsibilities and the Board of Commissioners has no desire to change delivery of this service.

Whereas, as indicated in the report, the combined office model has worked for years in 30 Michigan counties of varying size and geographic locations.

Whereas, because of declining revenues, the County can no longer ignore significant cost saving opportunities, especially in tough economic times.

Whereas, the Georgetown Township Board supports the concept of professional qualified staff to perform the task required.

Whereas, the report has demonstrated that a combination of the offices of Clerk and Register of Deeds is administratively feasible in Ottawa County based upon the physical location of offices, the retirement eligibility of the current officeholders, the knowledge of the current staff in both office, and the future potential to cross-train staff if so desired.

Therefore, be it resolved that the Georgetown Charter Township Board of Trustees supports the combination of the Ottawa County Clerk and Ottawa County Register of Deeds offices into one elected Ottawa County Clerk Register by the Ottawa County Board of Commissioners.

Be it further resolved that a copy of this resolution be sent to all Ottawa County municipalities and County Commissioners.

YEAS:

NAYS:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)
COUNTY OF OTTAWA)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Georgetown, Ottawa County, Michigan at a regular meeting duly called and held on April 26, 2010, the original of which resolution is on file in my office. I further certify that notice of the meeting was given in accordance with the open meetings act.

Clerk
Charter Township of Georgetown

MOTION CARRIED UNANIMOUSLY.

#100422-05 – Amend the Pro Shop Lease

Moved by D. Dale Mohr, seconded by Chad Tuttle, to recommend to the Township Board to authorize the Township Manager to enter into a revised lease for the Pro Shop according to the [amendments](#).

MOTION CARRIED UNANIMOUSLY.

#100422-06 – Energy Program-Ice Arena Frequency Drive for Brine Pumps and Snow Melter Pumps

Moved by Chad Tuttle, seconded by D. Dale Mohr, to recommend to the Township Board to approve the [bid](#) from Grand Tech in the amount of \$6,500.00, as recommended by the DPW Director.

Dan Carlton noted that this was funded by the grant.

MOTION CARRIED UNANIMOUSLY.

#100422-07 – Emergency Services Staff Appointments

Moved by D. Dale Mohr, seconded by Chad Tuttle, to recommend to the Township Board to approve the Emergency Services staff [appointments](#).

MOTION CARRIED UNANIMOUSLY.

#100422-08 – Discussion about Creating a “Public Improvement Fund”

#100422-09 – Revise Credit Card Policy

The consensus of the committee was to delay the discussion for two weeks for time to review the proposed revisions.

#100422-10 – Rosewood Property Sale

Moved by John Schwalm, seconded by Chad Tuttle, to recommend to the Township Board to approve the authorization of the sale of the property at [1829 Rosewood](#) to the property owner to the east (after the house is demolished as already approved with Board motion #100322-16), except for ten feet of property along the Rosewood St. road right-of-way and except for ten feet of property along the 18th Ave. road right-of-way, for \$10,000, with a down payment of \$1,000 and the remaining \$9,000 to be paid within seven years, and with the condition that the property is attached to P.P. # 70-14-22-225-018, which is the parcel to the east.

MOTION CARRIED UNANIMOUSLY.

#100422-11 - The Proposed Agenda for April 26, 2010 was discussed

#100422-12 - Other Business

#100422-13 - Adjourned