AGENDA SOUTH HAVEN CHARTER TOWNSHIP January 10, 2024

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approval of Minutes of December 13, 2023
- 4. Correspondence
- 5. Public Comments, Audience Members are allowed 3 minutes to discuss items not on the Agenda (5 minutes for groups)
- 6. Approval of Agenda

7. UNFINISHED BUSINESS

- A) Community Internet Services -MEC contract
- B) Affordable Housing Study
- C) Short Term Rental Ordinance approval of documents and proposal Granicus
- D)

8. NEW BUSINESS

- A) Planning Commissioners new term
- B) Budget Amendments at 12-31-2023
- C) New Meeting Schedule Planning Commission 2024
- D)

9. REPORTS

Airport

Building/Electrical/Mechanical

Building Committee

Fire/Ambulance

Library

Park Committee

Planning Commission

Roads

Senior Services

Water/Sewer Authority

Zoning Board of Appeals

10. TREASURER'S REPORT

- 11. BOARD COMMENTS
- 12. ADJOURNMENT

SOUTH HAVEN CHARTER TOWNSHIP MINUTES OF REGULAR MEETING WEDNESDAY, DECEMBER 13, 2023

Present: Stein, Bertorelli, Lewandowski, Wiatrowski, Kiry, DeGrandchamp and Fisher

Meeting was called to order by Supervisor Stein at 7:30 p.m.

November 8, 2023 minutes were accepted as presented.

Reports were given by Zach Keinrich of SHAES and Gail Gladney of VB County.

Motion by Wiatrowski, supported by Fisher, to approve the Agenda. All voted in favor. Motion carried.

Supervisor Stein reported that he will be attending a meeting at City Hall on Friday to talk about Affordable Housing opportunities.

Supervisor Stein has an appointment with a Company that manages STR for communities. SHAES will do the inspections and Dave Wiatrowski has offered to be the board liaison attending those inspections. Documents used by Casco were reviewed and approved with minor changes. Those documents will be re-typed and presented at the next board meeting.

Motion by Lewandowski, supported by DeGrandchamp, to approve the Township Board Meeting Schedule for 2024. All voted in favor. Motion carried.

Motion by DeGrandchamp, supported by Wiatrowski, to approve the 63 day review period for the Master Plan. All voted in favor. Motion carried.

Motion by DeGrandchamp, supported by Lewandowski, to approve a Special Land Use Permit for 12519 M140 Hwy for a Marijana business. All voted in favor. Motion carried.

Motion by Wiatrowski, supported by Lewandowski, to approve the Amendment to the Police contract extending services with SHPD. All voted in favor. Motion carried.

Motion by Bertorelli, supported by Fisher, to approve Resolution 23-35 Amending the 2023 Budget. All voted in favor by roll call vote. Motion carried.

Reports from various committees and authorities were received. W.C. Askew was in attendance for the Road Commission and Jean Stein reported for the Library.

Motion by Fisher, supported by Kiry, to approve payment of anticipated bills in the amount of \$138,228.85. All voted in favor by roll call vote. Motion carried.

Meeting adjourned at 8:40 p.m.

ivieeting aujourned at 6.40 p.m.		
Brenda Bertorelli, Clerk	Ross Stein, Supervisor	

SOUTH HAVEN TOWNSHIP BROADBAND INFRASTRUCTURE AMERICAN RESCUE PLAN ACT (ARPA) SUBRECIPIENT AGREEMENT

This ARPA Subrecipient Agreement ("Agreement") is dated as of the day of
, 2023, by and between South Haven Township, Van Buren County, a Michigan
body corporate ("Township"), and Midwest Energy Cooperative dba Midwest Energy &
Communications ("MEC"), a Michigan non-profit corporation ("Subrecipient").
WHEREAS, the U.S. Department of the Treasury ("Treasury") has allocated to the Township
\$ of federal funding from the Coronavirus State Fiscal Recovery Fund and the
Coronavirus Local Fiscal Recovery Funds under CFDA No. 21.027 ("ARPA Funds") under
Section 603(b) of the Social Security Act, as amended by Section 9901 of the American Rescue
Plan Act ("the Act"), for the limited purposes identified in the Interagency Agreement between
the Treasury and the Township ("IAA"), and consistent with the Coronavirus State and Local
Fiscal Recovery Funds Final Rule ("Final Rule") and Final Rule FAQ ("Final Rule FAQ"), and
the Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds
("Compliance & Reporting Guidelines"); and

WHEREAS, the Act authorizes the Township to expend ARPA Funds awarded to the Township, to, inter alia, make necessary investments in broadband infrastructure; and

WHEREAS, pursuant to the Act, funds under this federal program must be obligated no earlier than March 3, 2021 and no later than December 31, 2024, with final expenditures paid no later than December 31, 2026; and

WHEREAS, the Subrecipient entered into a "Realizing Opportunity with Broadband Infrastructure Networks Grant Agreement" with the Michigan High-Speed Internet Office (the "MIHI Grant Agreement"), which provides for the construction of a broadband infrastructure network project that will connect 15,846 locations with at least 100/100 Mbps, as set forth in the Subrecipient's March 14, 2023 grant application ("MIHI Grant Application"); and

WHEREAS, the Township desires to allocate portions of the ARPA Funds awarded to municipalities for the purpose of supporting the project set forth in the MIHI Grant Agreement; and

WHEREAS, the Township and Subrecipient desire to enter into this Agreement so that the Township may provide ARPA Funds to the Subrecipient for construction of the broadband internet infrastructure project set forth in the MIHI Grant Agreement, as allowed under the IAA and in accordance with the Program Guides.

NOW, THEREFORE, in consideration of the foregoing recitals which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. Effective Date and Term. This Agreement shall commence when last executed by all parties hereto and remain in effect until December 31, 2026.

2. Grant of ARPA Funds.

- a. The Township agrees to provide the Subrecipient a total sum \$42,900.00 ("Grant") to be used for the purposes of funding the Broadband Infrastructure Project ("the Project") as described in Subrecipient's MIHI Grant Agreement, identified as Attachment A, and Subrecipient's MIHI Grant Application, identified as Attachment B. Payment under this Subrecipient Agreement shall be limited to locations served within South Haven Township, Van Buren County, Michigan ("Project Area"). The full list of Locations within the Project Area is set forth in Attachment C.
- b. Subrecipient shall use the funds under this Subrecipient Agreement only for the approved Project and only in the approved Project Area, to include all Locations in the Project Area. Subrecipient agrees that it will use the Grant and complete the Project in accordance with the provisions of the MIHI Grant Agreement and the Program Guides.
- c. Subrecipient agrees to comply with applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200), including, but not limited to the Procurement Standards at 2 CFR 200.317 through 2 CFR 200.327 ("Regulations") and to provide documentation of compliance as requested by the Township.

d. Additional Project Requirements

i. Maximum Connection Fee. For Locations in the Project Area funded by this Subrecipient Agreement, Subrecipient agrees that it will not charge in excess of \$100 for connection fees to consumers within the Project Area for a period of at least 5 years after Project completion.

3. Expenditure of ARPA Funds.

- a. All Grant funds shall be expended on or before the Completion Date (as defined in Section 4(a) of this Agreement).
- b. Subrecipient shall expend the Grant in accordance with the requirements of the MIHI Grant Agreement.
- c. All costs incurred by Subrecipient before the Effective Date and before approval by the Township of the release of Grant funds are incurred voluntarily, at Subrecipient's risk and upon its own credit and expense, and Subrecipient's authority to be reimbursed from the Grant funds shall be governed by the provisions of this Agreement.
- 4. Commencement and Completion of the Project; Inspection during Construction or Rehabilitation; Changes.
 - a. Subrecipient shall complete the Project prior to December 31, 2026 ("Completion Date").
 - b. If the Project involves capital construction or improvements, the Township, its agents, and its employees shall be allowed to inspect the Project during construction and upon completion. The Township will provide at least 48 hours notice prior to such inspection.

- c. The Township must approve, in writing, all changes to the Project, Project Area, Locations, and modifications to the Completion Date. Such changes will not require a formal amendment to this Agreement, so long as they are approved in writing by the Township and the total amount of the Grant does not change.
- d. Subrecipient shall ensure that all necessary approvals for the commencement of the Project have been obtained, including applicable permits and licenses.
- 5. Conditions Precedent to Disbursement of the Grant. The Township shall not disburse the Grant until Subrecipient has complied with the following conditions:
 - a. Subrecipient has submitted all the Project plans.
 - b. Work related to the disbursement has been completed.
 - c. Subrecipient has reasonably complied with all other terms and conditions of the Grant as required by the Township to the Township's satisfaction.

6. Matching Funds

- a. In addition to the Grant, Subrecipient may (i) be in the process of obtaining written commitments to receive other funds for the Project; (ii) have written commitments to receive other funds for the Project; or (iii) have already received other funds for the Project (collectively, the "Other Funds").
- b. Upon request, Subrecipient shall provide the Township with information and documentation in forms acceptable to the Township regarding the Other Funds. Such information and documentation shall include, but not be limited to, information concerning Subrecipient's receipt and expenditure of the Other Funds.

7. Disbursement of Grant Funds

- a. After the Effective Date, the Township will disburse Grant funds to Subrecipient in quarterly increments as set forth in Attachment D. Subrecipient shall submit a request for payment as directed by the Township and consistent with the procedures set forth in the Program Guides. A request for payment shall identify each Service Ready Location and other documentation of expenses as reasonably required by the Township.
- b. In the event that a disbursement would exceed Subrecipient's then-current outlay of matching fund contribution under the MIHI Grant Agreement, Subrecipient will request payment only for an amount that does not exceed said matching fund contribution and may submit a supplementary request for payment for the payment increment at such time as the supplementary disbursement would not exceed Subrecipient's then-current outlay of matching fund contribution.
- c. Requests for payment should be made allowing a minimum thirty (30) calendar days and a maximum of sixty (60) days to receive the Grant funds.
- d. The Township shall have the right at any time to request that Subrecipient provide additional reasonable supporting documentation with any request for payment.
- e. The Township reserves the right not to disburse any Grant funds if, in the Township's determination:

- i. Subrecipient has failed to supply a material fact in a request for disbursement;
- ii. Subrecipient's disbursement request, when combined with all prior disbursement requests, exceeds the total amount of the Grant;
- iii. Subrecipient has used any portion of the Grant for uses or activities other than the Project, or in a manner inconsistent with the terms and conditions of this Agreement, the Act, the Regulations, and the Program Guides;
- iv. Subrecipient is not performing or completing the Project in a manner satisfactory to the Township; or
- v. Subrecipient is in default under any other term or condition contained in this Agreement.

8. Records, Inspections and Reports.

a. This Section shall survive the term of this Agreement.

b. Records

- i. Subrecipient shall maintain accurate financial, management, programmatic and other records of the Subrecipient, of all transactions relating to the receipt and expenditure of the Grant and administration of the Project (collectively, "Records"). The Records shall be in a commercially reasonable form acceptable to the Township. Subrecipient shall retain the Records for five (5) years following the date the Township approves the Final Report described in Section 8(d)(ii) below.
- ii. Subrecipient shall make the Subrecipient's administrative offices, its personnel, whether full time, part time, consultants or volunteers, and the Records available to the Township for inspection upon 30 days written notice, during the term of the Agreement and for a period of five (5) years following the date the Township approves the Final Report. The Subrecipient shall permit the Township to perform program monitoring, evaluation and audit activities as determined to be necessary, at the discretion of the Township provided such activities are limited to Project monitoring, establishing completion of the Project, ensuring proper expenditure of grant funds, and Subrecipient is provided fifteen (15) calendar days written notice by the Township.
- iii. Subrecipient shall cause to be maintained for the Township's inspection the books, accounts, and records of contractors in connection with the Project for five (5) years past the date of termination of the contractual relationship between the contractor and Subrecipient.
- c. Inspections. During the term of this Agreement and for a period of up to two (2) years following the Completion date, Subrecipient shall permit the Township to monitor the Project to ensure that the Project is being carried out in accordance with the terms of this Agreement.

d. Reports

i. On January 1, April 1, July 1, and October 1 of each year during the term of this Agreement, Subrecipient shall provide the Township with interim progress reports

- in a manner and form to be determined by the Township. The interim progress reports shall contain such information as the Township requests, including, but not limited to, work accomplished and problems encountered, past and projected expenditures made against the Project Budget, and benchmarks reached. Subrecipient shall ensure that each interim progress report is received by the Township no later than ten (10) working days after the due date.
- ii. Within forty-five (45) calendar days after Subrecipient completes the Project, Subrecipient shall submit to the Township a final report (the "Final Report") in a manner and form to be determined by the Township that describes the completed Project, the success of the Project, any problems encountered in completing the Project, and such other information as the Township reasonably requires. The Final Report shall also contain an expense and revenue summary of the Project including the number of homes and businesses that gained access to broadband facilities, any problems encountered in completing the Project, and such other information as the Township requires. The Final report shall also contain an expense and revenue summary of the Project, certified by the Subrecipient's Chief Financial Officer, that lists all expenditures relating to the Grant. In addition, any completed studies, surveys, reports, or other work products, if applicable, shall be attached to the Final Report. The Grant will not be considered fully closed out until the Final Report has been submitted to, and accepted by, the Township. The Township agrees to accept or reject the Final Report within 60 days.
- iii. In addition to the requirements set forth above, Subrecipient shall provide the Township with such additional records, reports, and other documentation as may be required by the Township or the U.S. Department of the Treasury
- 9. Default and Remedies; Termination.
 - a. A default shall consist of: (i) the material breach by Subrecipient of any term, condition, covenant, agreement, or certification contained in this Agreement; (ii) the expenditure of Grant funds for any use other than as provided in the Project Budget or in the approved scope of work for the Project; (iii) the failure to complete the Project by the dates set forth in the Agreement, (except in the case of a Force Majeure) or otherwise unsatisfactory performance or completion of the Project; (iv) Subrecipient's bankruptcy, insolvency, or the dissolution or liquidation of Subrecipient's business organization or assets; (v) the failure to obtain Other Funds (as applicable), if, such failure would significantly impact the Project; (vi) a change in Subrecipient's staffing capacity that adversely affects Subrecipient's ability to carry out the Project, in the Township's sole discretion.
 - b. If a default described in Section 9(a) occurs, the Township shall give Subrecipient written notice of default, and Subrecipient shall have ninety (90) calendar days from the date of such notice to cure the default. If Subrecipient has not cured the default to the satisfaction of the Township by the conclusion of the 90-day period, this Agreement shall terminate at the end of the 90-day period and the Township may demand repayment of the portion of Grant impacted by the non-cured default. Notwithstanding the above, upon the occurrence of a default under this Agreement involving Subrecipient's bankruptcy, insolvency, or the dissolution or liquidation of

- Subrecipient's business organization or assets, the Township's right to terminate this Agreement shall be immediate, without a notice and cure period.
- c. Notwithstanding the foregoing notice and cure period set forth in Section 9(b), in the event that the Treasury requires the repayment of any Grant funds, Subrecipient shall immediately return the Grant funds to the Township.
- d. In the event of termination of the Agreement, whether due to default or otherwise:
 - i. The Township may withhold disbursement of the portion of the Grant funds impacted by the non-cured default and Subrecipient shall have no right, title, or interest in or to any of the portion of the Grant funds impacted by the non-cured default; and
 - ii. The Township may demand repayment from Subrecipient of any portion of the Grant proceeds that Treasury determines were not expended in accordance with this Agreement, and only in the event and to the extent that Treasury requires the Township to repay Grant funds.
- e. In addition to exercising any or all of the rights and remedies contained in this Agreement, the Parties at any time may proceed to protect and enforce all rights available to them by suit in equity, action at law, or by any other appropriate proceedings, all of which shall survive the termination of this Agreement.
- 10. Subrecipient's Certifications. Subrecipient certifies that:
 - a. The acceptance of the Grant and the entering into of the Agreement have been duly authorized, executed, and delivered by their respective required authorities, and are the valid and legally binding acts and agreements of the Parties.
 - b. The Parties are duly organized and validly existing under the laws of the State of Michigan and has all the requisite power and authority to enter into and carry out the transactions contemplated by this Agreement, including, but not limited to, legal capacity and authority to own and operate the Project, to enter into contracts, and to otherwise comply with applicable statutes and regulations.
 - c. The representations, statements, and other matters contained in the Application are and remain true and complete in all material respects.
 - d. Prior to commencement of the Project, Subrecipient will obtain all federal, state, and local government approvals, permits, and licenses that may be required to accomplish the Project and the scope of work.
 - e. In the past four (4) years, Subrecipient has not been debarred, suspended, or otherwise been excluded from or been determined to be ineligible for program participation by any federal, state, or local government entity, nor is Subrecipient presently subject to, or liable for, any civil claims for non-payment with a potential or realized value of \$30,000.00 or more.
 - f. Subrecipient shall comply with all applicable laws, regulations, terms, and conditions established by Treasury and the Township with respect to the use of Grant funds, including but not limited to those specified in the Act, the Regulations, and the Program Guides. With respect to applicable laws, regulations, terms, and

- conditions established by the Township, this certification is only applicable to those that exist as of the date of this agreement.
- g. Subrecipient shall include in all contracts funded by the Grant the provisions required by this Agreement, the Act, the Regulations, and the Program Guides.
- h. Subrecipient will make a certification prohibiting the use of federal funds for lobbying in the form attached as Attachment E.
- 11. Indemnification. Subrecipient agrees to defend, indemnify and hold the Township, its officers, officials, employees, agents and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Subrecipient, its officers, directors, employees, and/or agents relating to Subrecipient's performance or failure to perform under this Agreement. This section shall survive the expiration or termination of this Agreement.
- 12. Nondiscrimination and Drug and Alcohol Free Workplace.
 - a. Subrecipient may not discriminate against and hereby certifies that it prohibits discrimination against and will not discriminate against any person on the basis of race, color, religion, ancestry, creed or national origin, sex, marital status, physical or mental handicap, sexual orientation, or age in any aspect of its operations.
 - b. Subrecipient shall comply with applicable federal, State, and local laws regarding discrimination and equal opportunity in employment, including:
 - i. Titles VI and VII of the Civil Rights Act of 1964, as amended;
 - ii. Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., as amended;
 - iii. The Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq. as amended;
 - iv. Executive Directive 2019-09;
 - v. Section 504 of the Rehabilitation Act of 1973, as amended;
 - vi. Title II of the Americans with Disabilities Act of 1990, as amended; and
 - vii. Subrecipient will comply with the Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et seq.) and any related regulations, insofar as it is applicable to the Subrecipient.

13. Insurance

- a. Subrecipient shall maintain or shall cause to be maintained sufficient commercial general liability insurance coverage on the Project both during and after construction, and if necessary, Subrecipient shall pay the expense of such insurance.
- b. Subrecipient shall require any general contractor to provide general contractor's insurance coverage for comprehensive public liability, property damage liability/builder's risk, and workers' compensation in the form and amounts required by the Subrecipient.

- c. To the extent applicable, insurance coverage shall be in force prior to the disbursement of the Grant proceeds and shall contain terms and coverages satisfactory to the Township.
- d. To the extent required by the Township, Subrecipient shall submit to the Township an ACORD insurance certificate naming the Township and the Subrecipient as loss payee and additional insured.
- e. To the extent required by the Township, ACORD insurance certificates shall provide for notification to the Township and Subrecipient prior to Project-related cancellation of any insurance policies.
- 14. Compliance with Laws, Guidelines. The Subrecipient shall comply with all federal, state, and local laws and all requirements (including debarment and other required certifications and audits) of the IAA, Final Rule, and Compliance & Reporting Guidelines to the extent applicable, when disbursing ARPA Funds to contractors, vendors or recipients, or when seeking reimbursement from the Township.
- 15. Independent Contractor. Each party under the Agreement shall be for all purposes an Independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Subrecipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the Township for any purpose.
- 16. Notices. Any notice desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the U.S. Postal Service, postage fully prepaid, certified mail, return receipt requested, and addressed to the party to which it is intended at its last known address, or to such other person or address as either party shall designate to the other from time to time in writing forwarded in like manner, or by email if mutually agreed

Subrecipient:

Midwest Energy & Communications: Terry Rubenthaler, COO 60590 Decatur Rd Cassopolis, MI 49031 terry.rubenthaler@teammidwest.com

South Haven Township:

Ross Stein
South Haven Township Supervisor
09761 Blue Star Memorial Hwy
South Haven, MI 49090
shtwp.supervisor@gmail.com

- 17. Improper Influence. Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.
- 18. Conflict of Interest. The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest.
- 19. Time is of the essence in this Agreement.
- 20. Survival. The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall so survive.
- 21. Amendment. Other than as set forth in Section 4(c), this Agreement may not be amended except by a written instrument executed by the Township and Subrecipient.
- 22. Assignment. This Agreement may not be assigned without the prior written approval of the Parties.
- 23. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between the parties hereto with respect to the Grant.
- 24. Governing Law; Venue. The Agreement will be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in connection with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Van Buren County, Michigan.
- 25. Term of Agreement. Unless sooner terminated pursuant to the terms of this Agreement or extended by an amendment to the Agreement, this Agreement shall be effective as of the Effective Date and shall remain in effect until the Township's receipt and approval of the Final Report.
- 26. Delay Does Not Constitute Waiver. Except as provided herein, no failure or delay of the Township to exercise any right, power or remedy consequent upon default shall constitute a waiver of any such term, condition, covenant, certification or agreement of any such default or preclude the Township from exercising any right, power or remedy at any later time or times.
- 27. No Third Party Beneficiaries. Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to

- this Agreement. This provision shall not limit any obligation which either Party has to Treasury in connection with the use of ARPA Funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.
- 28. Severability. In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.
- 29. Counterparts. This Agreement may be executed in one or more counterparts, any of which shall be deemed an original but all of which together shall constitute one and the same instrument.
- 30. Authorization. Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below.

MIDWEST ENERGY & COMMUNICATIONS

By:	
•	Terry Rubenthaler
	Chief Operating Officer
Date:	
SOUT	H HAVEN TOWNSHIP
By:	
	Board Chair
	South Haven Township
Date:	

ATTACHMENT A MEC-MIHI GRANT AGREEMENT

ATTACHMENT B MEC-MIHI GRANT APPLICATION

ATTACHMENT C LOCATIONS

ATTACHMENT D GRANT DISBURSEMENTS

PAYMENT AMOUNT	PAYMENT REQUEST DATE
\$ 42,900.00	At Project Completion

[&]quot;Service Ready" means Locations where facilities are fully constructed and connected to MEC's network.

[&]quot;Project Completion Date" means the date on which all Locations are Service Ready.

ATTACHMENT E Anti-Lobbying Certification

The undersigned certifies, to the best of his or her knowledge and belief, that:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- 3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

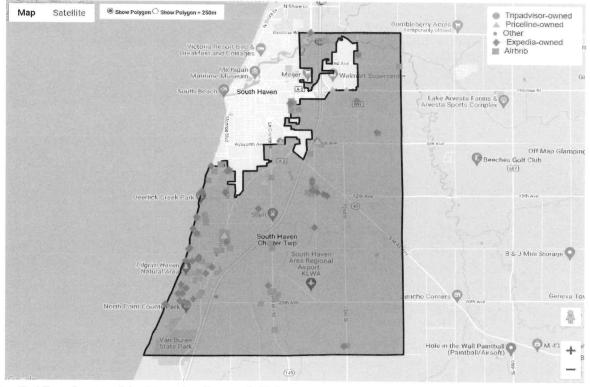
The Subrecipient, Midwest Energy Cooperative, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Subrecipient understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

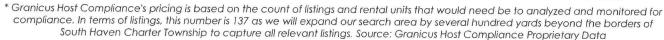
Signature of Subrecipient's Authorized Official
Name and Title of Subrecipient's Authorized Officia
Date

address_primary	city	latitude	longitude	Township
01011 71 1/2 ST	SOUTH HAVEN	42.41559286	-86.23960399	South Haven
01077 73RD ST	SOUTH HAVEN	42.41525432	-86.25041378	South Haven
01077 73RD ST	SOUTH HAVEN	42.41541897	-86.25074068	South Haven
01267 73RD ST	SOUTH HAVEN	42.41585485	-86.24922028	South Haven
01275 73RD ST	SOUTH HAVEN	42.41571967	-86.2473563	South Haven
01279 73RD ST	SOUTH HAVEN	42.41511509	-86.24902482	South Haven
01291 73RD ST	SOUTH HAVEN	42.41588374	-86.24824183	South Haven
01305 73RD ST	SOUTH HAVEN	42.41419511	-86.24991668	South Haven
01915 73RD ST	SOUTH HAVEN	42.41234612	-86.25136159	South Haven
04196 COUNTY ROAD 689	SOUTH HAVEN	42.39893879	-86.2378818	South Haven
06181 73RD ST	SOUTH HAVEN	42.39567464	-86.25129904	South Haven
06181 73RD ST	SOUTH HAVEN	42.39567099	-86.25129573	South Haven
0721 73RD ST	SOUTH HAVEN	42.41669698	-86.25100996	South Haven
07842 COUNTY ROAD 689	SOUTH HAVEN	42.37588387	-86.24350648	South Haven
0949 73RD ST	SOUTH HAVEN	42.41581776	-86.25106213	South Haven
1401 73RD ST	SOUTH HAVEN	42.41425959	-86.25097943	South Haven
1821 73RD ST	SOUTH HAVEN	42.41302537	-86.25059598	South Haven
6435 73RD ST	SOUTH HAVEN	42.39453502	-86.25128271	South Haven
70240 8TH AVE	SOUTH HAVEN	42.39059384	-86.22763798	South Haven
70241 COUNTY ROAD 384	SOUTH HAVEN	42.37340876	-86.2296593	South Haven
70265 8TH AVE	SOUTH HAVEN	42.38637778	-86.22718216	South Haven
70294 COUNTY ROAD 384	SOUTH HAVEN	42.37502131	-86.2277357	South Haven
70297 8TH AVE	SOUTH HAVEN	42.38836778	-86.22768121	South Haven
70343 8TH AVE	SOUTH HAVEN	42.38803144	-86.22835462	South Haven
70400 8TH AVE	SOUTH HAVEN	42.38946927	-86.22841249	South Haven
70406 COUNTY ROAD 384	SOUTH HAVEN	42.37521387	-86.22875229	
70478 COUNTY ROAD 384	SOUTH HAVEN	42.3755178	-86.22930158	South Haven
70478 COUNTY ROAD 384	SOUTH HAVEN	42.37522195	-86.22939054	
70491 8TH AVE	SOUTH HAVEN	42.38883363		
70514 M 43	SOUTH HAVEN	42.36635599	-86.22950065	South Haven
70528 COUNTY ROAD 384	SOUTH HAVEN	42.3762135	-86.22990682	South Haven
70532 8TH AVE	SOUTH HAVEN	42.38977006		
70546 8TH AVE	SOUTH HAVEN	42.38970029	-86.23117128	South Haven
70660 COUNTY ROAD 384	SOUTH HAVEN	42.37499138		
70665 8TH AVE	SOUTH HAVEN	42.38745092	-86.23131689	
70665 8TH AVE	SOUTH HAVEN	42.38793112	-86.23143475	South Haven
70723 8TH AVE	SOUTH HAVEN	42.38757676	-86.23196909	
70724 8TH AVE	SOUTH HAVEN	42.38963731	-86.23196434	South Haven
70760 COUNTY ROAD 384	SOUTH HAVEN	42.37523121	-86.23232572	
70761 COUNTY ROAD 384	SOUTH HAVEN	42.37339666	-86.23288538	
70802 8TH AVE	SOUTH HAVEN	42.38949231	-86.23256206	
70854 8TH AVE	SOUTH HAVEN	42.39081455	-86.23259215	
70861 8TH AVE	SOUTH HAVEN	42.38857517		
70878 COUNTY ROAD 384	SOUTH HAVEN	42.37511236	-86.23294463	
70894 COUNTY ROAD 384	SOUTH HAVEN	42.37507995	-86.23335412	South Haven

70900 8TH AVE	SOUTH HAVEN	42.38975232	-86.23341075 South Haven
70901 8TH AVE	SOUTH HAVEN	42.38688696	-86.23371988 South Haven
70901 COUNTY ROAD 384	SOUTH HAVEN	42.37408923	-86.23370965 South Haven
70901 COUNTY ROAD 384	SOUTH HAVEN	42.37426885	-86.23386299 South Haven
70950 8TH AVE	SOUTH HAVEN	42.39042943	-86.23428547 South Haven
70969 8TH AVE	SOUTH HAVEN	42.38743378	-86.23438847 South Haven
71 1/2 ST	SOUTH HAVEN	42.41289437	-86.23848637 South Haven
71033 8TH AVE	SOUTH HAVEN	42.38751251	-86.23519772 South Haven
71045 COUNTY ROAD 384	SOUTH HAVEN	42.37364088	-86.23486845 South Haven
71054 8TH AVE	SOUTH HAVEN	42.39035997	-86.23503621 South Haven
71100 8TH AVE	SOUTH HAVEN	42.38969438	-86.23557898 South Haven
71117 COUNTY ROAD 384	SOUTH HAVEN	42.37427676	-86.2358991 South Haven
71145 8TH AVE	SOUTH HAVEN	42.38886648	-86.23569678 South Haven
71170 8TH AVE	SOUTH HAVEN	42.39027381	-86.23631681 South Haven
71170 8TH AVE	SOUTH HAVEN	42.3897903	-86.23630624 South Haven
71242 8TH AVE	SOUTH HAVEN	42.38978185	-86.23682865 South Haven
71471 COUNTY ROAD 384	SOUTH HAVEN	42.37404696	-86.23765162 South Haven
72222 8TH AVE	SOUTH HAVEN	42.39189528	-86.24682965 South Haven
72623 BASELINE RD	SOUTH HAVEN	42.41865916	-86.25079903 South Haven
72623 BASELINE RD	SOUTH HAVEN	42.41865629	-86.25079568 South Haven
72637 BASELINE RD	SOUTH HAVEN	42.41796698	-86.25147691 South Haven
75560 24TH AVE	SOUTH HAVEN	42.3317045	-86.27761607 South Haven
75720 24TH AVE	SOUTH HAVEN	42.33154194	-86.27893827 South Haven
75772 24TH AVE	SOUTH HAVEN	42.33241087	-86.27961028 South Haven
75858 24TH AVE	SOUTH HAVEN	42.33176018	-86.28047146 South Haven

...and in South Haven Charter Township we have identified 136 listings, representing 112 unique rental units* Short-term rentals in South Haven Charter Township as of December 2023



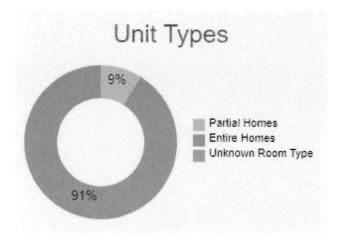




South Haven Charter Township STR Market Details

Median Nightly Rate (USD)

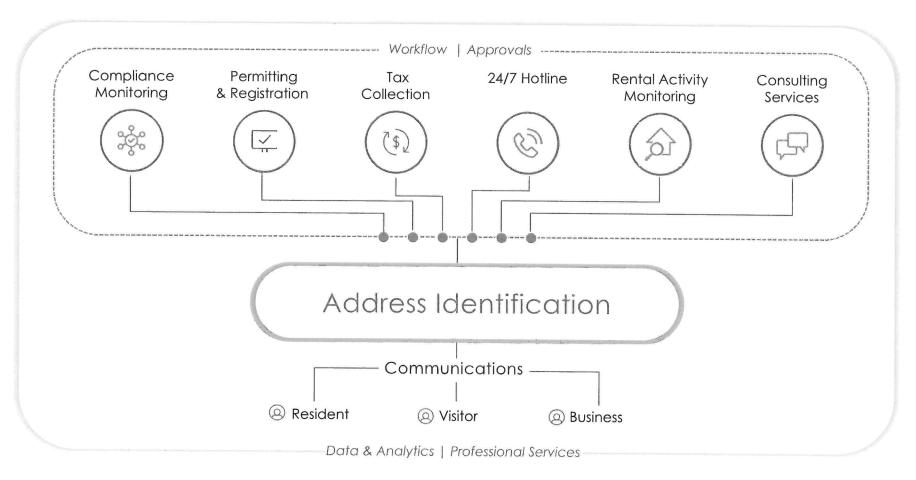
\$285







govService Host Compliance



Address Identification technology and processes make it possible to easily monitor the STR market and find the addresses and owners of all identifiable STRs



Scan

We scan the world's 60+ largest STR websites for all listings

Extract

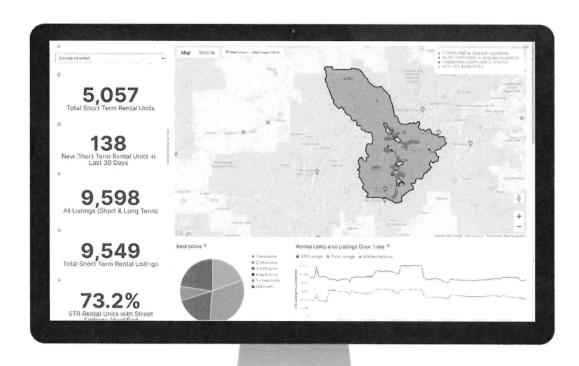
We identify each listing and extract as much information as possible to allow our AI models to narrow down the list of possible address/owner matches

Combine

We combine AI and human analysts to identify the exact addresses and owner information for each identifiable STR



Address Identification monitors the STR market and finds the addresses and owners of all identifiable STRs

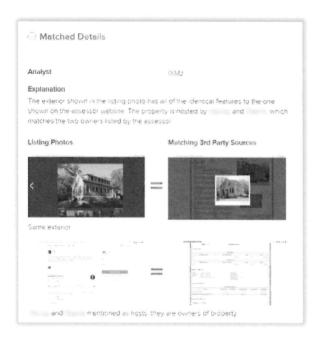


The data and screenshots are made available to authorized users in an easy-to-use online dashboard and records management system and easily exported in Excel/CSV format



Provide documented evidence of every address match to support all of South Haven Charter Township's enforcement efforts

Example of Searchable Evidence





Compliance Monitoring allows you to stay in control and save time by sending your enforcement letters with the click of a button



granicus.com

Increase your outreach effectiveness and efficiency by automatically adding evidence to communications







24/7 Hotline makes it easy for neighbors to report, substantiate and resolve non-emergency STR incidents in real-time



Report

Concerned neighbor calls 24/7 short-term rental hotline or reports incident online

Proof

Complainant provides info on alleged incident and is asked to submit photos, videos or other proof of the alleged violation

Resolution

If property is registered,
Granicus Host
Compliance
immediately calls and
texts host/emergency
contact to seek
acknowledgement
& resolution

Complete

Problem solved –
complaints & resolution
notes saved in
database so serial
offenders can be held
accountable



Get detailed reports and dashboards to track all short-term rental related complaints in real-time





In MI we are currently partnering with 27 local agencies to address their STR related challenges

- Traverse City, MI
- Eveline, MI
- Park, MI
- Milton, MI
- •Green Lake, MI
- Marquette, MI
- Resort, MI
- Elk Rapids, MI
- ·Chikaming, MI
- Elmwood, MI

- East Bay, MI
- ·Casco, MI
- •St Ignace, MI
- Roscommon, MI
- Bear Creek, MI
- Cleveland, MI
- Charlevoix, MI
- · Bingham, MI
- ·Petoskey, MI
- •Suttons Bay, MI

- •Leelanau, MI
- Boyne City, MI
- New Buffalo, MI
- East Jordan, MI
- Evangeline, MI
- •South Haven, MI
- Holland, MI



Modular pricing tailored to South Haven Charter Township's shortterm rental needs



Address Identification



Compliance Monitoring



Mobile Permitting



Tax Collection



(2) 24/7 Hotline



Rental Activity Monitoring

Automated monitoring of 70+ STR websites and online dashboard with complete address information and screenshots of all identifiable short-term rentals.

Ongoing monitoring of STRs for zoning and permit compliance coupled with systematic outreach to illegal short-term rental operators.

Online forms and back-end systems to streamline the registration process and capture required documentation, signatures and payments electronically.

Make tax reporting and collection easy for hosts and staff to submit and review online.

Make it easy for neighbors to report, prove, and resolve nonemergency short-term rental related problems in real-time, any day, at any hour.

Estimate occupancy or rental revenue for each property and identify audit candidates who are under-reporting on taxes or exceeding occupancy regulations.





THIS IS NOT AN INVOICE

Prepared for Order Form

South Haven Charter Township

Granicus Proposal for South Haven Charter Township

ORDER DETAILS

Prepared By: Kester Bonsu

Email: Phone: kester.bonsu@granicus.com

Prepared On: Order #: 21 Dec 2023 Q-323107

Expires On: 31 Jan 2024

ORDER TERMS

Currency: USD

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of

performance.)

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 12 months.



PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

\$0.00	SUBTOTAL:		
\$0.00	1 Each	Up Front	Mobile Permitting & Registration - Online Training
\$0.00	1 Each	Up Front	Mobile Permitting & Registration - Setup and Configuration
\$0.00	1 Each	Up Front	Rental Activity Monitoring - Online Training
\$0.00	1 Each	Up Front	Rental Activity Monitoring - Setup and Configuration
\$0.00	1 Each	Up Front	Compliance Monitoring - Online Training
\$0.00	1 Each	Up Front	Compliance Monitoring - Setup and Configuration
\$0.00	1 Each	Up Front	24/7 Hotline - Online Training
\$0.00	1 Each	Up Front	24/7 Hotline - Setup and Configuration
\$0.00	1 Each	Up Front	Address Identification - Online Training
\$0.00	1 Each	Up Front	Address Identification - Setup and Configuration
One-Time Fee	Quantity/Unit	Billing Frequency	Solution
			One-Time Fees



\$7,315.00	SUBTOTAL:		
\$0.00	1 Each	Annual	Mobile Permitting & Registration
\$2,100.00	1 Each	Annual	Enhanced Short-Term Rental Registration Portal
\$1,050.00	1 Each	Annual	Rental Activity Monitoring
\$840.00	1 Each	Annual	Compliance Monitoring
\$1,225.00	1 Each	Annual	24/7 Hotline
\$2,100.00	1 Each	Annual	Address Identification
Annual Fee	Quantity/Unit	Billing Frequency	Solution
			New Subscription Fees



PRODUCT DESCRIPTIONS

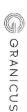
Rental Activity Monitoring	Compliance Monitoring	24/7 Hotline	Address Identification	Solution
Ongoing monitoring of Short Term Rental listings for signs of rental activity including historical revenue estimates & occupancy. Coupled with our Tax Collection product, users can also compare historical revenue estimates to actual reported revenue to identify those that may be underreporting and underpaying sales tax (i.e. TOT).	Compliance monitoring provides up-to-date information for each identified Rental Unit and its compliance status. We configure your compliance definition specific to your jurisdiction rules and ordinances in order to provide up-to-date compliance status of each identified Rental Unit. Additionally, this product will:- Allow your team to send letters to non-compliant properties 24/7 - Configure letter templates with your branding and letterhead - Add as many letter sequences as you need for escalation - Monitor properties that become compliant after letter enforcement	24/7 web and phone hotline for your community to report short term rental complaints such as parking, trash, noise disturbances, and illegal short term rentals. This product include:- Mobile-enabled online web form for citizens to submit tips or complaints (text, videos, and photos) - 24/7 call center for citizens to contact and report complaints verbally - Recordings for all call center complaints - Email notifications to your team when complaints are logged - Automatic outbound IVR calls and SMS messages to permit emergency contacts notifying them of the complaint - SMS support for emergency contacts to mark a complaint as acknowledged or resolved with the ability to send resolution notes - Hotline Dashboard for tracking complaint volumes, trends, and categories - Ability to upload Notes/Comments to each complaint	Ongoing monitoring of 60+ Short Term Rental websites including major platforms Airbnb, VRBO, HomeAway, Booking.com, FlipKey, & Expedia. Our machine learning will deduplicate all known Listings into unique Rental Units, where our identification team will provide owner contact information for further enforcement. This product includes:- Ongoing monitoring of all listings in your jurisdiction - Updating listing activity and details every 3-5 days - Screenshot activity of every listing - Deduplication of listings into unique Rental Units - Activity dashboard and map to monitor trends and breakdown of compliance	Description



Solution	Description
Enhanced Short-Term Rental Registration Portal	Mobile-enabled online portal and back-end systems for streamlining the registration/licensing/permitting of individual short-term rental hosts. These registration forms and workflows include: Host Login and Dashboard Parcel Number lookup and validation ACH, Debit, and Credit Payments exclusively powered by Stripe.com Registration Number & Certificate creation Document Upload Renewals
	Renewals Email confirmation Admin workflow management for approval & denial
Address Identification - Setup and Configuration	Setup and configuration of the platform to facilitate the systematic identification of the addresses and owner's contact information for short-term rentals located in a specific local government's jurisdiction.
	Note: The implementation timeline for Client is dependent on Granicus' receipt of all data from Client required to complete the services, including assessor data and registration files, in the format agreed upon by the parties prior to project kick-off. Any fees associated with the collection or receipt of required data will be borne by Client.
Address Identification - Online Training	Virtual training session with a Granicus professional services trainer.
24/7 Hotline - Setup and Configuration	Setup and configuration of the online platform to enable neighbors to report, prove and get instant resolution to non-emergency short-term rental related problems.
24/7 Hotline - Online Training	Virtual training session with a Granicus professional services trainer.
Compliance Monitoring - Setup and Configuration	Setup and configuration of the system to enable ongoing monitoring of a specific jurisdiction's short-term rentals for compliance with the relevant registration/licensing/permitting requirements.



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Mobile Permitting & Registration - Online Training	Mobile Permitting & Registration - Setup and Configuration	Mobile Permitting & Registration	Rental Activity Monitoring - Online Training	Rental Activity Monitoring - Setup and Configuration	Compliance Monitoring - Online Training	Solution
Virtual training session with a Granicus professional services trainer.	Setup and configuration of mobile-enabled online forms and back-end systems for streamlining the registration/licensing/permitting of individual short-term rental hosts and capturing and processing the associated signatures, payments and required documentation	Mobile-enabled online forms and back-end systems for streamlining the registration/licensing/permitting of individual short-term rental hosts. These registration forms and workflows include:- Parcel Number lookup and validation - E-Signatures - ACH, Debit, and Credit Payments exclusively powered by Stripe.com - Registration Number & Certificate creation - Document Upload - Renewals - Email confirmation - Admin approval & denial	Virtual training session with a Granicus professional services trainer.	Setup and configuration of ongoing monitoring of Short-term Rental listings for signs of rental activity.	Virtual training session with a Granicus professional services trainer.	Description



TERMS & CONDITIONS

- separate agreement or contract vehicle to the extent applicable. or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement This quote, and all products and services delivered hereunder are governed by the terms located at Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote over any terms and conditions included in this Purchase Order. Q-323107 dated 21 Dec 2023 are incorporated into this Purchase Order by reference and shall take precedence
- is the responsibility of South Haven Charter Township to provide applicable exemption certificate(s). This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It
- the subscription. Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate



BILLING INFORMATION

Billing Email:		Billing Address:		Billing Contact:
Billing Phone:	If PO required	PO Number:	Required?	
		OTHER CONTRACTOR OF THE CONTRA	[]-Yes	SOURCE Management

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-323107 dated 21 Dec 2023 are incorporated into this Purchase
Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

undersigned also understands the services and terms. By signing this document, the undersigned certifies they have authority to enter the agreement. The

Date:	Title:	Name:	Signature:	South Haven Charter Township
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Prepared: 21 Dec 2023 Order #: Q-323107

AFFIDAVIT

The signer(s) of this form does hereby state, warrant, certify and affirm the following:

- 1) Each dwelling unit will have an operating smoke detector in each bedroom and an operating carbon monoxide detector on each floor. These appliances will be maintained every ninety (90) days at a minimum.
- 2) I have liability coverage for the property (\$1,000,000 required)
- 3) I have provided a copy of the lease used to lease the dwelling with this registration form
- 4) If the dwelling is not serviced by public sewer, I will have a "Hook to Existing Inspection" by the Van Buren County Health Department and provide a certificate showing a successful outcome, before it is renter occupied.
- 5) I consent to inspections of the dwelling unit by the township and will make the dwelling unit available for inspections upon request.
- 6) I will provide renters with a copy of the township's Good Neighbor Policy and the Short-Term Rental Ordinance.
- 7) I will follow all other requirements of the Short Term Rental Ordinance #157
- 8) This registration form is accurate and complete.

Owner's Signature		
Date		
Date		

By signing above, the owner/agent of the dwelling unit certifies that the above statements are true. Statements found to be falsified on this application and affidavit will be grounds to revoke the rental permit.

Please submit completed form and Affidavit with \$325 registration fee to the address below:

South Haven Charter Township Attn: Clerk 09761 Blue Star Highway South Haven, MI 49090

NOTICE: The issuance of a certificate of registration shall in no way impact the zoning of the subject property, and shall not prevent the Township from enforcing Zoning Ordinance regulations and limitations on said property, or any other applicable code of the township.

Short-Term Rental Permit

2024 Season

The property at:		
Owned by:		
Is registered with Soutl Short-Term Renting thr	h Haven Charter Township for ough March 31, 2025	
PERMIT #	Date	

Good Neighbor Policy

09761 Blue Star Highway, South Haven, MI 49090 Phone: 269-637-3305

Dwelling Address:		
Dwelling Phone Number:		

Call 911 for ALL urgent issues.

Other violations should be reported to the South Haven Charter Township at 269-637-3305 or the hotline at

NOISE - South Haven Township Ordinance #74

- -From 11:00 p.m. to 6:00 a.m. the acceptable noise level is conversational level sound
- -Decibel sound restrictions include both private and public areas

FIREWORKS - State of Michigan MCL 256

- -Fireworks are restricted to national holidays and the day before and after the holiday
- -Fireworks on the day before and after the holiday are not allowed from 11 p.m. to 8 a.m.
- -Person lighting fireworks is responsible for where the fireworks land.

FIRES - Permit required visit http://www.shaes.org

- -Beach and Bonfires require a permit
- -Fires must be attended at all times

PARKING

- -Park in designated spots on the property
- -Parking must not impede the passage of any emergency vehicle on the roadway

PETS

- -Pets must be on a leash when off your property
- -Barking dogs are a violation of the noise ordinance
- -Picking up after your dogs on walks in required

VEHICLES – Various State Laws

- -ATVs are not allowed on public beaches or county roads in the township
- -Golf Carts are not allowed on county roads in the township
- -"Low-speed" vehicles require tags and insurance
- -Minors cannot drive low-speed vehicles on county roads
- -Jet Skis (PWC) use is restricted to 200 feet or more from the shoreline minimum age is 14 with a boating safety certificate and other restrictions (Michigan Boating Laws)

COURTEOUS AND COMMON SENSE REQUESTS (non-legislated)

- -This is a residential neighborhood, please be considerate of your neighbors
- -Stay off the bluff to protect the environment follow all other rules at public beaches
- -All swimmers should wear life vests on rough water days please stay on the beach

TRASH

-Place all trash in covered containers with closed lids by 8 a.m. on the day of the pick-up at the specified pick-up location

PUBLIC NOTICE SOUTH HAVEN CHARTER TOWNSHIP

Planning Commission Regular Meeting Schedule 2024

Regular meetings of the Planning Commission will be held on the 1st Wednesday of each month at 7:00 PM, at the South Haven Township Hall, 09761 Blue Star Memorial Highway (southwest corner of Blue Star & M-140).

January 3

July 3 no meeting

February 7

August 7

March 6

September 4

April 3

October 2

May 1

November 6

June 5

December 4

Applications and other matters not requiring a public hearing must be submitted to the Zoning Administrator by Tuesday, 12:00PM, at least 15 days prior to the meeting.

Applications for which a public hearing is required must be submitted by Tuesday, 12:00PM, at least 28 days prior to the hearing.

Special meetings of the Planning Commission are called by the Chairperson and notice will be posted on the door of the Township Hall at least 48 hours prior.

Monthly scheduled meetings may be cancelled up to 48 hours prior to the meeting if no agenda items or lack of quorum.

All meetings of the Planning Commission are open to the public. Written comments on agenda items may be mailed to the Township Hall 09761 Blue Star Highway, e-mailed to mtsallegan@frontier.com, or delivered to the Township Hall by 4:00 PM the day prior to a meeting.