

AGENDA
SOUTH HAVEN CHARTER TOWNSHIP
May 14, 2025

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes of April 9, 2025
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) Affordable Housing Updates
 - B) Short Term Rental Updates - Granicus
 - C)
8. NEW BUSINESS
 - A) 6th Avenue Development - Road
 - B) Set Public Hearing for May 27th for CDBG Grant
 - C) SHAWSA Budget
 - D) Bloom & Sluggett – Prosecution Services
 - E) Bendzinski Contract
 - F)
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, APRIL 9, 2025

Present: Stein, Fisher, Bertorelli, Poole, Lewandowski, and Wiatrowski

Absent: DeGrandchamp

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

Motion by Wiatrowski, supported by Poole, to approve the Minutes of the March 12, 2025 Regular Meeting as presented. All voted in favor. Motion carried.

Zach Kenreich was in attendance to give a report for SHAES.

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

Supervisor Stein reported that the 73rd Street apartment complex has submitted an application with MSHDA. He also reported that the Planning Commission continues to work on updating the Zoning Ordinance and are working on changing density which could help with affordable housing. Also, the township owns property it could consider for development. He reported that Granicus should be ready to work with our Short Term Rentals in May.

Motion by Wiatrowski, supported by Poole, to open the Public Hearing for Applewood Special Assessment District. All voted in favor. Motion carried.

Supervisor Stein – The Road Commission will accept the road after the repairs are completed, the assessment is for 10 years and the cost is approximately \$7300.00 per property.

Jim Horan – 73140 6th Avenue – does the estimate include bond costs.

Supervisor Stein – the Township is floating the loan.

Tim Cagle – 73195 Cider Ct. – Do we know when we will put the bid out?

Bret Witkowski – Probably June and costs have been coming in under estimates.

Motion by Lewandowski, supported by Poole, to close the Public Hearing. All voted in favor. Motion carried.

Motion by Wiatrowski, supported by Lewandowski, to approve Resolution 25-11 a Special Assessment District. All voted in favor by roll call vote. Motion carried.

Motion by Wiatrowski, supported by Lewandowski, to approve a lawn maintenance contract with Moreno and Sons contingent upon a signed contract reflecting their bid and proof of insurance. All voted in favor. Motion carried.

Motion by Lewandowski, supported by Wiatrowski, to adopt Resolution 25-13 to Adopt Ordinance #168 Short Term Rental Ordinance with Amendments. All voted in favor by roll call vote. Motion carried.

Ted Guimond a resident of CR 689 asked that we consider allowing his Short Term Rental to receive an exception and allow for shorter stays as his rental home is in the middle of a commercial area. It was recommended to Mr. Guimond that we seek an amendment for his situation and allow for the Short Term Rental Ordinance as is become law in the meantime.

Motion by Poole, supported by Wiatrowski, to adopt the 2021 International Fire Code. All voted in favor. Motion carried.

Reports from various committees and authorities were received. W.C. Askew was in attendance for the Road Commission and along with Bret Witkowski.

Motion by Fisher, supported by Lewandowski, to approve payment of anticipated bills in the amount of \$210,301.69. All voted in favor by roll call vote. Motion carried.

Meeting adjourned at 8:51 p.m.

Brenda Bertorelli, Clerk

Ross Stein, Supervisor

6th Avenue Resort - Private Drive

1 message

rpirsein@merrittmidwest.com <rpirsein@merrittmidwest.com>

Thu, May 8, 2025 at 2:46 PM

To: Ross Stein <rstein@southhaventwp.com>

Cc: shtwp.superviosr@gmail.com, shtwp.clerk@gmail.com, mtsallegan@frontier.com, hartzlerconstruction@gmail.com

Attached is the site plan showing the proposed resort and land split with private drive at the end of 6th avenue in South Haven Township. It is required to have a private drive to allow for the PUD and land splits we area proposing. We are hoping to get on the agenda for the next Township board meeting next Wednesday to ask for a reduction of the required 66' private road easement to a 33' easement width as shown on the plan. There is an existing 33' wide ingress/egress easement for the private driveway to a parcel along the east side of the subject property. The plan would be to keep the easement width and upgrade the gravel road to meet the requirements of the private road ordinance for South Haven Township, 22' wide width, etc. I have submitted the plan to SHAES for review to get feedback from SHAES before the meeting. The subject property has only 33' of frontage at the end of 6th avenue where the public road right of way ends. We met with Larry and AJ from the Road Commission on site, they researched all their files to confirm the right of way ends there as shown on plans and the owner performed a title search, verifying the plan as we show it.

I will drop off 5 hard copies to Township Hall today for you use.

Thank you,

Rob Pirsein

**MERRITT
MIDWEST**
INC.
engineering and surveying

4568 Red Arrow Highway

13560 76th Street

Stevensville, MI 49085

South Haven, MI 49090

Phone:(269) 428 -4424

Phone:(269) 637-9205

Fax: (269) 428-9078

Fax: (269) 637-9206

 **25-027 Hartzler 6th Ave Resort PUD.pdf**
1222K

[illegible]



South Haven Area Emergency Services

90 Blue Star Highway • South Haven, Michigan 49090

Phone (269) 637-1813 • Fax (269) 637-0998

www.shaes.org

SITE PLAN REVIEW

☒ Preliminary Site Plan

☐ Final Site Plan

Name of Applicant: Merritt Midwest INC, Rob Pirsein

Address of Applicant: 13560 76th ST/rpirsein@merrittmidwest.com

Applicant Telephone No: 269-637-9205/269-217-2524

Project name, if any: 6th Avenue Cottages, Project# 25-027 4/9/25

Project location: No address given, 70400 BLK 6th AVE dead end east of CR-689

Brief project description: Development for 10 small cottages & upgrading current driveway

Are fire hydrants available at the site? ☐ Yes ☒ No
Comments: _____

Is water pressure adequate for the project? ☐ Yes ☒ No
If no, explain: No hydrants

Does project layout provide easy access for fire protection? ☒ Yes ☐ No
If no, explain: _____

Are the proposed plans acceptable to the Fire Department? ☒ Yes ☐ No
If no, explain: See comments/recommendations below

Other comments / recommendations:

All builds to follow IFC 2021 edition, all roads to support a minimum of 75,000 lbs, any secured entrance requires a Knox Box

Review performed by Keith Bierhalter Deputy Chief/Fire Marshal

Date 5/12/25

Keith Bierhalter DC/FM

AGREEMENT FOR CDBG GRANT ADMINISTRATION

This Agreement is made as of _____, 2025, by and between South Haven Charter Township, a Michigan charter township with offices at 09761 Blue Star Highway, South Haven, MI 49090 (the "Township"), and the South Haven Area Water-Sewer Authority, a public body corporate whose address is 1199 8th Avenue, South Haven, MI 49090 (the "SHAWSA").

RECITALS

- A. Pursuant to the South Haven Area Water-Sewer Authority Contract dated November 2016 (the "SHAWSA Contract"), SHAWSA owns and operates the public water and sewer systems within the Township.
- B. The Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure Competitive Funding Round, which is part of the Community Development Block Grant ("CDBG") program.
- C. SHAWSA is ineligible to apply for the grant because it does not qualify as a Unit of Local Government, but the Township itself is eligible.
- D. The Township desires to request \$1,081,000 in CDBG funds to install water main along 6th Avenue and 73 1/2 Street, an area currently serviced by private wells with a concern due to high arsenic levels (0.010 mg/l).
- E. SHAWSA believes that the Township's proposed project is in the best interest of the public water system and is therefore entering into this agreement pursuant to Section 7.2 of the SHAWSA Contract to establish the terms and conditions by which the Township will apply for and administer the grant until the project is complete, at which point it will transfer the new infrastructure to SHAWSA.

TERMS AND CONDITIONS

- 1. **Grant Application.** The Township will apply for approximately \$1,081,000 in CDBG funds through the Michigan Strategic Fund's Water-Related Infrastructure Competitive Funding Round to install water main along 6th Avenue and 73 1/2 Street (the "Project"). The Project will connect to the existing SHAWSA water main at 6th Avenue and Blue Star Highway.
- 2. **Township Responsibilities.** The Township shall be responsible for:
 - a. Serving as the official applicant for the CDBG grant;
 - b. Holding the required public hearing in accordance with CDBG requirements;
 - c. Adopting the necessary resolutions authorizing the grant application;
 - d. Signing and submitting all grant application materials;
 - e. If the grant is awarded, entering into a grant agreement with the Michigan Strategic Fund;
 - f. Establishing and maintaining a separate fund or account for the receipt and disbursement of grant funds;
 - g. Providing the required local match funding of \$370,000, which will be provided to the Township by SHAWSA as set forth in Section 5 of this Agreement;
 - h. Submitting all required reports and documentation to the Michigan Strategic Fund;

- i. Complying with all applicable federal, state, and local laws, regulations, and requirements governing the CDBG program;
 - j. Providing timely approval for all invoices and draw requests prepared by SHAWSA; and
 - k. Performing such other necessary responsibilities that may only be performed by a Local Unit of Government upon SHAWSA's reasonable request.
3. SHAWSA Responsibilities. SHAWSA shall be responsible for:
- a. Providing technical expertise in preparation of the grant application, including engineering information, cost estimates, and project specifications;
 - b. Upon award of grant funds, providing day-to-day administrative management of the Project, including but not limited to:
 - i. Preparing bid documents in compliance with federal procurement requirements;
 - ii. Managing the bid process;
 - iii. Overseeing construction activities;
 - iv. Monitoring compliance with all applicable federal, state, and local requirements;
 - v. Preparing all payment requests and supporting documentation;
 - vi. Maintaining all required Project records; and
 - vii. Providing all necessary technical information for grant closeout.
 - c. Submitting all draft documents to the Township for review and approval before final submission to the Michigan Strategic Fund or MEDC;
 - d. Attending Township meetings as needed to provide Project updates; and
 - e. Upon completion of the Project, incorporating the new water main into the SHAWSA Water System in accordance with the SHAWSA Contract.
4. Project Ownership. Upon completion of the Project, the Township will convey title to the water main to SHAWSA if allowable under the terms and conditions of the grant. If such conveyance is not allowable under the terms and conditions of the grant, the Township shall lease, license, or otherwise authorize SHAWSA to access, maintain, repair, replace, and otherwise exercise control over the water main until a conveyance can be legally accomplished. Regardless of legal ownership, upon completion, the water main installed through the Project shall be operated as part of the SHAWSA Water System as defined in Section 2.4 of the SHAWSA Contract. SHAWSA shall be responsible for the operation, maintenance, repair, and replacement of the water main in accordance with the SHAWSA Contract.
5. Compensation and Funding.
- a. SHAWSA agrees to pay \$370,000 to the Township immediately upon receipt of the grant award notification for use as local matching funds required by the terms and conditions of the grant. This amount will be refunded to SHAWSA if for any reason the grant funds are not received and the project is not constructed.

- b. In consideration for the services provided by SHAWSA under this Agreement, the Township agrees to:
- i. Promptly process payment requests for eligible Project costs prepared by SHAWSA; and
 - ii. Authorize SHAWSA to receive and retain any tap fees or connection charges specifically related to the Project area, which shall be established in accordance with SHAWSA's standard rate structure.
6. Term and Termination. This Agreement shall commence on the date first written above and shall continue until the Project and all grant closeout requirements are complete. Notwithstanding the foregoing, this Agreement may be terminated early by: (a) mutual written agreement of the parties; or (b) automatically if the grant application is not approved.
7. Indemnification. To the fullest extent permitted under Michigan law, the Township and SHAWSA shall each indemnify and hold harmless the other from any claims, damages, or liabilities arising from their respective negligent acts or omissions in the performance of this Agreement.
8. Dispute Resolution. In the event of a dispute arising under this Agreement, the parties shall follow the dispute resolution procedures outlined in Section 10.1 of the SHAWSA Contract.
9. Miscellaneous.
- A. This is the entire agreement between the parties regarding its subject matter. It supersedes and replaces any other agreements. This Agreement may not be modified or amended except in writing signed by the parties. It shall not be affected by any course of dealing. The captions are for reference only and shall not affect its interpretation. The recitals are an integral part of the Agreement.
- B. The parties represent, warrant and agree that they have had the opportunity to receive independent legal advice from their attorneys with respect to the advisability of entering into this Agreement and are signing this Agreement after having been fully advised as to its effect. This Agreement shall be construed as if mutually drafted.
- C. To the extent permitted by law, the jurisdiction and venue for any action brought pursuant to, arising from, or to enforce any provision of this Agreement shall be solely in the state courts in Van Buren County, Michigan. This subsection shall remain in full force and effect following the termination of this Agreement.

The parties have signed this Agreement as of the date first above written.

SOUTH HAVEN AREA WATER/SEWER
AUTHORITY

By: _____
Dana Burd, Director

SOUTH HAVEN CHARTER TOWNSHIP

By: _____
Ross Stein, Township Supervisor

By: _____
Brenda Bertorelli, Township Clerk

542 projects
#20 grants

556 million in debts

REVENUE AND EXPENDITURE REPORT FOR SOUTH HAVEN AREA WATER SEWER AUTHORITY

PERIOD ENDING 7/28/25

3/31

WATER FUND DESCRIPTION	END BALANCE 6/30/2024	2024-25		2024-25		2025-26	
		ORIGINAL	AMENDED	AMENDED	Estimated	PROPOSED	
		BUDGET	BUDGET	BUDGET II	Ending Balance	BUDGET	
		PERIOD ENDING 2/29/25					
			31				

GRANT REVENUE	754,400.00	37,755,000.00	37,755,000.00	7,102,472.00	2,319,736.90	10,979,653.00	
SALES	5,761,930.78	5,866,715.00	5,866,715.00	6,349,480.00	4,306,766.71	6,450,985.00	
CHARGES FOR SERVICES	134,930.96	125,500.00	125,500.00	53,000.00	43,619.03	80,000.00	
INTEREST INCOME	435,454.77	250,000.00	250,000.00	444,031.00	276,570.46	335,000.00	
INTEREST INCOME - SPECIAL ASSESSMENTS	9,029.18	7,000.00	7,000.00	7,000.00	0.00	7,000.00	
CONTRIBUTIONS FROM LOCAL UNITS	3,492,522.34	100,000.00	100,000.00	0.00	0.00	0.00	
OTHER REVENUE	72,653.35	57,500.00	57,500.00	57,500.00	152,005.34	57,500.00	
TOTAL REVENUE	10,660,921.38	44,161,715.00	44,161,715.00	14,013,483.00	7,098,698.44	17,910,138.00	

OPERATING EXPENSES	2,356,391.19	2,389,202.00	2,516,202.00	3,465,509.00	2,271,772.09	2,861,307.00	
PROPERTY TAX EQUIVALENTS	345,003.00	364,195.00	364,195.00	364,195.00	364,195.00	372,595.00	
CAPITAL OUTLAY	505,565.55	38,103,000.00	38,103,000.00	7,375,000.00	2,511,657.14	22,806,000.00	
DEPRECIATION	769,465.00	726,150.00	726,150.00	0.00	0.00	235,000.00	
DEBT SERVICE	498,802.83	1,384,801.00	1,384,801.00	786,073.00	85,539.39	818,387.00	
DEBT LEASE EXPENSE	1,218,966.00	0.00	0.00	1,255,535.00	0.00	1,293,201.00	
ADMINISTRATIVE EXPENSES	420,778.48	413,217.00	413,217.00	720,036.00	542,403.72	618,971.00	
TOTAL EXPENDITURES	6,114,972.05	43,380,565.00	43,507,565.00	13,966,348.00	5,775,567.34	29,005,461.00	

NET OF REVENUES & EXPENDITURES	4,545,949.33	781,150.00	654,150.00	47,135.00	1,323,131.10	(11,095,323.00)	
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BEGINNING FUND BALANCE	2,846,376.58	7,392,325.91	7,392,325.91	7,392,325.91	7,392,325.91		
ENDING FUND BALANCE	7,392,325.91	8,173,475.91	8,046,475.91	7,439,460.91	8,715,457.01		
LESS NET INVEST IN CAPITAL ASSETS	(2,361,991.00)	(2,361,991.00)	(2,361,991.00)				
NET WORKING CAPITAL	5,030,334.91	5,811,484.91	5,684,484.91				

These numbers are unaudited and may not include all entries, including accruals, which could have an impact on the balances. There will be various adjustments posted to the books for year-end & audit such as market value adjustments, moving capital assets to balance sheet accounts, and actual depreciation expense. The board will be provided final year-end numbers with the completion of the audit when it becomes available.

REVENUE AND EXPENDITURE REPORT FOR SOUTH HAVEN AREA WATER SEWER AUTHORITY
PERIOD ENDING 2/28/25

SEWER FUND DESCRIPTION	END BALANCE 6/30/2024	2024-25			Still need to Update			Still need to Update		
		ORIGINAL BUDGET	AMENDED BUDGET	2024-25 AMENDED BUDGET	2024-25 AMENDED BUDGET II	2024-25 Estimated	2024-25 Ending Balance	2024-25 Estimated	2024-25 Ending Balance	2025-26 PROPOSED BUDGET
GRANT REVENUE	2,932,083.51	7,370,500.00	7,370,500.00	7,370,500.00	707,917.00	707,916.49	707,916.49			1,500,000.00
SALES	4,896,865.88	4,771,537.00	4,771,537.00	4,771,537.00	5,079,400.00	3,606,615.63	3,606,615.63			5,229,532.00
IPP REVENUES	120,880.64	110,000.00	110,000.00	110,000.00	120,694.00	98,221.39	98,221.39			123,000.50
INTEREST INCOME	271,119.83	150,000.00	150,000.00	150,000.00	258,500.00	202,059.44	202,059.44			208,500.00
INTEREST INCOME - SPECIAL ASSESSMENTS	17,632.37	14,000.00	14,000.00	14,000.00	15,000.00	0.00	0.00			15,000.00
CONTRIBUTIONS FROM LOCAL UNITS	5,129,739.02	0.00	0.00	0.00	0.00	0.00	0.00			0.00
OTHER REVENUE	4,004.69	4,000.00	4,000.00	4,000.00	75,500.00	74,925.00	74,925.00			3,000.00
TOTAL REVENUE	13,372,325.94	12,420,037.00	12,420,037.00	12,420,037.00	6,257,011.00	4,689,737.95	4,689,737.95			7,079,032.50
OPERATING EXPENSES	2,005,793.08	2,280,620.00	2,906,200.00	2,906,200.00	2,344,538.00	1,292,459.24	1,292,459.24			2,380,584.00
PROPERTY TAX EQUIVALENTS	354,822.00	358,520.00	358,520.00	358,520.00	358,520.00	358,520.00	358,520.00			367,272.00
CAPITAL OUTLAY		6,043,040.00	6,043,040.00	6,043,040.00	7,083,000.00	4,671,104.19	4,671,104.19			3,050,000.00
DEPRECIATION	994,603.23	873,150.00	873,150.00	873,150.00	247,570.00	0.00	0.00			275,000.00
DEBT SERVICE	118,949.06	831,209.00	831,209.00	831,209.00	321,020.00	215,838.74	215,838.74			371,784.00
DEBT LEASE EXPENSE	892,318.10				918,618.00					946,176.00
ADMINISTRATIVE EXPENSES	496,939.79	496,141.00	496,141.00	496,141.00	610,937.00	368,245.11	368,245.11			585,772.00
TOTAL EXPENDITURES	4,863,425.26	10,882,680.00	11,508,260.00	11,508,260.00	11,884,203.00	6,906,167.28	6,906,167.28			7,976,588.00
NET OF REVENUES & EXPENDITURES	8,508,900.68	1,537,357.00	911,777.00	911,777.00	(5,627,192.00)	(2,216,429.33)	(2,216,429.33)			(897,555.50)
BEGINNING FUND BALANCE	613,094.84	9,121,995.52	9,121,995.52	9,121,995.52	9,121,995.52	9,121,995.52	9,121,995.52			
ENDING FUND BALANCE	9,121,995.52	10,659,352.52	10,033,772.52	10,033,772.52	3,494,803.52	6,905,566.19	6,905,566.19			
LESS NET INVEST IN CAPITAL ASSETS	(7,292,167.00)	(7,292,167.00)	(7,292,167.00)	(7,292,167.00)						
NET WORKING CAPITAL	1,829,828.52	3,367,185.52	2,741,605.52	2,741,605.52						

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REVENUE AND EXPENDITURE REPORT FOR SOUTH HAVEN AREA WATER SEWER AUTHORITY
PERIOD ENDING 2/28/25

OLD AUTHORITY DESCRIPTION	END BALANCE 6/30/2024	2024-25		2024-25		Still need to Update		2025-26	
		ORIGINAL BUDGET	0.00	AMENDED BUDGET	0.00	2024-25 AMENDED BUDGET II	Estimated Ending Balance	2025-26 PROPOSED BUDGET	
GRANT REVENUE	0.00		0.00		0.00		0.00		0.00
SALES	577,058.80	543,593.00	543,593.00		575,373.00		287,687.87		550,482.00
INTEREST INCOME	163,853.94	136,000.00	136,000.00		151,000.00		103,632.14		145,000.00
DEBT SERVICE CHARGES	686,791.22	685,000.00	685,000.00		700,000.00		352,573.80		704,800.00
SPECIAL ASSESSMENT REVENUE	175,200.21	145,000.00	145,000.00		388,356.00		337,720.80		167,500.00
OTHER REVENUE	195.00	200.00	200.00		4,194.00		4,194.00		0.00
TOTAL REVENUE	1,603,099.17	1,509,793.00	1,509,793.00		1,818,923.00		1,085,808.61		1,567,782.00
OPERATING EXPENSES	16,320.89	16,610.00	16,610.00		16,610.00		8,328.43		16,610.00
CAPITAL OUTLAY	0.00	0.00	0.00		0.00		0.00		0.00
DEPRECIATION	602,127.87	602,131.00	602,131.00		602,131.00		0.00		602,131.00
DEBT SERVICE	260,068.00	258,632.00	258,632.00		263,915.00		171,797.00		243,462.00
ADMINISTRATIVE EXPENSES	0.00	0.00	0.00		0.00		0.00		0.00
TOTAL EXPENDITURES	878,516.76	877,373.00	877,373.00		882,656.00		180,125.43		862,203.00
NET OF REVENUES & EXPENDITURES	724,582.41	632,420.00	632,420.00		936,267.00		905,683.18		705,579.00
BEGINNING FUND BALANCE	9,383,931.80	10,108,514.21	10,108,514.21		10,108,514.21		10,108,514.21		
ENDING FUND BALANCE	10,108,514.21	10,740,934.21	10,740,934.21		11,044,781.21		11,014,197.39		

These numbers are unaudited and may not include all entries, including accruals, which could have an impact on the balances. There will be various adjustments posted to the books for year-end & audit such as market value adjustments, moving capital assets to balance sheet accounts, and actual depreciation expense. The board will be provided final year-end numbers with the completion of the audit when it becomes available.



Brenda Bertorelli <shtwp.clerk@gmail.com>

Re: Bloom Sluggett, PC proposal for prosecution services

2 messages

Steins <steins1983@gmail.com>

Wed, Apr 16, 2025 at 8:48 AM

To: David Eberle <david@bloomsluggett.com>, Brenda Bertorelli <shtwp.clerk@gmail.com>

Good morning Brenda,

Since Attorney Manning has advised Kate and myself about his desire to retire, we need to replace his services. Mark's services for the township are for prosecution services from actions taken by SHPD and blight concerns. I think that it is in the best interest of the township to use the same attorney as the city for these services as long as we contract with them for police protection. We need to add this to the May meeting, which is Wednesday, May 14th. Do you think that we should have Dave or a representative from the firm at this meeting?

Thanks,

Ross

On Tue, Apr 15, 2025 at 7:14 PM David Eberle <david@bloomsluggett.com> wrote:

Ross,

It was a pleasure meeting you last week. I have attached a proposal for prosecution services as well as an engagement letter for the Township's review and consideration.

If the Township needs any additional information or would like us to come to a meeting to answer questions, please let me know.

Thanks,

Dave

Dave M. Eberle

Bloom Sluggett, PC
Counselors & Attorneys

161 Ottawa Ave. NW, Suite 400

Grand Rapids, MI 49503

david@bloomsluggett.com

**PROPOSAL TO ACT
AS DISSEMINATION AGENT
TO THE
TOWNSHIP OF SOUTH HAVEN, MICHIGAN**

Agreement to Provide for
Preparation of an Annual Information Statement
And to Act as Dissemination Agent for the
Township of South Haven, Michigan

Whereas, the Township of South Haven, County of Van Buren State of Michigan (the “Issuer”), in connection with the issuance of the Issuer’s \$10,870,000 South Haven Township and Casco Township Water and Sewage Treatment Authority, Sewage Disposal System and Water Supply System Refunding Bonds (Limited Tax General Obligation) Series 2020 (the “Bonds”) has, pursuant to the requirement of Rule 15c2-12 of the U.S. Securities and Exchange Commission (the “Rule”) entered into a Continuing Disclosure Undertaking (the “Undertaking”) dated February 12, 2020, to provide continuing disclosure pursuant to said Rule, which is attached hereto as Exhibit A and incorporated herein by reference; and

Whereas, this and any other outstanding Undertaking(s) which may require the Issuer to submit an Annual Information Statement and annual audited financial statement for each fiscal year ending after December 31.

Whereas the Issuer hereby determines that it is in their best interest to designate Bendzinski & Co. Municipal Finance Advisors (“Bendzinski & Co.”) to serve as their dissemination agent for the purpose of preparing an annual information statement and submitting same to the Municipal Securities Rulemaking Board (“MSRB”) through Electronic Municipal Market Access (“EMMA”), in accordance with the Undertaking, for the Bonds, any other outstanding Undertaking(s) and all future Undertaking(s) of the Issuer for the next five (5) years.

Now therefore be it resolved that:

1. The Issuer hereby agrees to appoint Bendzinski & Co. Dissemination Agent for the purpose of preparing the annual information statement and the submission of same to the MSRB through EMMA, in accordance with the rule and in accordance within the time requirements set forth in the Undertaking for the Bonds.
2. The Issuer agrees to provide, prior to the sale of any future bond issues and prior to its adoption copies of debt issuance documents including the Continuing Disclosure Undertaking(s) for review by Bendzinski & Co., so that Bendzinski & Co. may confirm that such future Undertaking(s) adequately meet the requirements of the Rule.
3. The Issuer agrees to provide all documents and proceedings required by the Rule or Undertaking(s) to Bendzinski & Co. within a reasonable time and at no cost therefore so that Annual Information Statement can be prepared.

4. It is expressly understood by all parties hereto that this Agreement related only to the preparation and submission of the Annual Information Statement to the MSRB through EMMA, if required, in accordance with the Rule and the time requirements set forth in the Undertaking(s), together with the submission of the audited financial statements when such audited financial statements are made available to Bendzinski & Co. This agreement does not relate to the timely submission of reporting of significant events or the monitoring of such situations from time to time as may be necessary to comply with any notification requirements set forth in the Undertaking(s), which obligations shall remain and be the sole responsibility of the Issuer.
5. Bendzinski & Co. hereby agrees to commit its physical facilities and personnel to whatever extent necessary in order to fulfill its obligation under this Agreement in order to ensure that the Issuer is in compliance with the terms and conditions of the Undertaking(s) with respect to the Rule.
6. In addition to the services above, Bendzinski & Co. will, at no additional cost, provide municipal advisory advice such as:
 - A. Review of outstanding debt for refinancing opportunities;
 - B. Provide schedules for new debt issue that the Charter Township may be considering; and
 - C. Advise on any prepayment of outstanding debt.
7. In consideration whereof, the Issuer hereby agrees to compensate Bendzinski & Co. the sum of \$1,000.00 annually for the first five (5) years, commencing with the fiscal year ending after December 31, 2024. Commencing with the Issuer's fiscal year ending after December 31, 2028, the parties agree to renegotiate an annual fee for such service that is mutually agreeable to both parties.
8. For significant events requiring notice to the MSRB through EMMA in the Undertaking(s), the Issuer may retain the services of Bendzinski & Co. in accordance with the terms of this Agreement, and agrees to compensate Bendzinski & Co. for the services of its professional staff at the rate of \$175.00 per hour. The retention of Bendzinski & Co. under this section shall not relieve the Issuer of the timely submission of reporting of significant events as defined in Section 4 of this Agreement.
9. In addition to the fees set forth above, the Issuer agrees to reimburse Bendzinski & Co. for all travel and out-of-pocket expenses, duplicating costs, long-distance telephone expense and postage incurred at the request of and on behalf of the Issuer upon submittal of such changes.

10. This Agreement may be terminated by either party by thirty (30) days written notice directed to:

Robert J. Bendzinski, President
Bendzinski & Co. Municipal Finance Advisors
17000 Kercheval; Ave., Suite 230
Grosse Pointe, MI 48230

IN WITNESS THEREOF, the Issuer has caused this Agreement to be executed by its
_____ on this _____st/th day of
_____, 2025.

Township of South Haven
County of Van Buren
State of Michigan

Witness

By _____
Its

Bendzinski & Co.
Municipal Finance Advisors



Witness



Robert J. Bendzinski, President
Registered Municipal Advisor

STATEMENT OF INTENT TO FILE INFORMATION
REQUIRED FOR THE CONTINUING DISCLOSURE UNDERTAKING

I, _____, _____, as an authorized officer of the Township of South Haven, Michigan, decline to hire Bendzinski & Co. to serve as the dissemination agent. Therefore, I hereby acknowledge and agree on behalf of the Township to file the information required pursuant to Continuing Disclosure Undertaking on an annual basis to the MSRB through EMMA pursuant to the Undertaking dated February 12, 2020, adopted by the Township for the \$10,870,000 South Haven Township and Casco Township Water and Sewage Treatment Authority, Sewage Disposal System and Water Supply System Refunding Bonds (Limited Tax General Obligation) Series 2020, and any additional Undertaking(s) that the Township may have outstanding.

By: _____
(Name & Title)

Dated: _____

SOUTH HAVEN CHARTER TOWNSHIP
VAN BUREN COUNTY
BUDGET AMENDMENT RESOLUTION #25-14

At a Regular Township Board meeting of the South Haven Charter Township Board, Van Buren County, Michigan, on May 14, 2025 at 7:30 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and Supported by _____.

WHEREAS, the Township Board adopted a Budget for 2025; and

WHEREAS, the Township Board is required to Amend the Budget to meet the actual income and expenses; and

WHEREAS, the Township Board is required to adopt a Resolution to Amend the Budget; and

WHEREAS, this Resolution is required for the General Appropriations Act; and

WHEREAS, the proposed Budget Amendments for income and expenses through 12/31/2025 is attached as Exhibit A and reports over budgeted allocations;

WHEREAS, the proposed Budget Amendments attached as Exhibit A will amend the Budget for 2025 to actual income and expenses;

THEREFORE BE IT RESOLVED, that adoption of this Resolution adopts the Budget Amendments for 2025 at 5/14/2025.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the Township Board.

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Brenda Bertorelli, Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and completed copy of a resolution adopted by the South Haven Charter Township Board at a meeting held on the 14th day of May, 2025 at which meeting a quorum was present, and that this resolution was ordered to take immediate effect.

Brenda Bertorelli, Clerk

Budget Amendments 5/14/2025

<u>Expenses</u>		Budgeted	Actual	Amendment
101-247-958.000	Board of Review - conferences and workshops	\$176.00	\$685.94	\$509.94 Increase
101-253-962.000	Treasurer- education	\$0.00	\$912.00	\$912.00 Increase
101-257-728.000	Assessor - Office supplies	\$0.00	\$196.10	\$196.10 Increase
101-257-901.000	Assessor - Printing	\$0.00	\$0.00	\$2,074.81 Increase
101-257-703.000	Assessor - Wages	\$1,200.00	\$0.00	-\$1,200.00 Decrease
101-257-715.000	Assessor - Fica	\$91.80	\$0.00	-\$91.80 Decrease
		<u>\$1,467.80</u>	<u>\$1,794.04</u>	<u>\$2,401.05</u>

P&L FOR SOUTH HAVEN CHARTER TWP

Balance As of 04/30/2025

GL Number	Description	2025 Amended Budget	YTD Balance 04/30/2025 Normal (Abnormal)	Activity For 04/30/2025 Increase (Decrease)	Balance Normal (Abnormal)	Available 04/30/2025 (Abnormal)	% Bgdt Used
Fund: 101 GENERAL							
Account Category: Expenditures							
Department: 247 BOARD OF REVIEW							
101-247-958.000	CONFERENCES AND WORKSHOPS	176.00	685.94	0.00	(509.94)	389.74	389.74
Total Dept 247 - BOARD OF REVIEW		176.00	685.94	0.00	(509.94)	389.74	389.74
Department: 253 TREASURER							
101-253-962.000	EDUCATION	0.00	912.00	0.00	(912.00)	100.00	100.00
Total Dept 253 - TREASURER		0.00	912.00	0.00	(912.00)	100.00	100.00
Department: 257 ASSESSOR							
101-257-728.000	OFFICE SUPPLIES	0.00	196.10	196.10	(196.10)	100.00	100.00
101-257-901.000	PRINTING	0.00	2,074.81	0.00	(2,074.81)	100.00	100.00
Total Dept 257 - ASSESSOR		0.00	2,270.91	196.10	(2,270.91)	100.00	100.00
Department: 262 ELECTIONS							
101-262-728.000	OFFICE SUPPLIES	0.00	42.62	0.00	(42.62)	100.00	100.00
101-262-806.000	VOTING MACHINE SETUP	0.00	1,640.57	0.00	(1,640.57)	100.00	100.00
101-262-955.000	MISCELLANEOUS EXPENSE	0.00	1,755.86	1,755.86	(1,755.86)	100.00	100.00
Total Dept 262 - ELECTIONS		0.00	3,439.05	1,755.86	(3,439.05)	100.00	100.00
Department: 265 TOWNSHIP HALL							
101-265-811.000	GROUND MAINTENANCE AND PLOWING	10,880.00	14,283.81	-10,564.45	(3,403.81)	131.29	131.29
Total Dept 265 - TOWNSHIP HALL		10,880.00	14,283.81	3,719.36	(3,403.81)	131.29	131.29
Department: 272 GENERAL GOVERNMENT							
101-272-881.000	ECONOMIC DEVELOPMENT	3,500.00	3,632.36	0.00	(132.36)	103.78	103.78
101-272-955.000	MISCELLANEOUS EXPENSE	0.00	20,652.18	-30,25.00	(20,652.18)	100.00	100.00
Total Dept 272 - GENERAL GOVERNMENT		3,500.00	24,284.54	1702.18	(20,784.54)	693.84	693.84
Department: 336 FIRE AND AMBULANCE							
101-336-940.000	FIRE HYDRANT RENTAL	104,447.00	104,447.46	104,447.46	(0.46)	100.00	100.00
Total Dept 336 - FIRE AND AMBULANCE		104,447.00	104,447.46	104,447.46	(0.46)	100.00	100.00
Department: 446 STREETS AND HIGHWAYS							
101-446-817.000	ROADS CONTRACT	0.00	50,237.79	0.00	(50,237.79)	100.00	100.00
Total Dept 446 - STREETS AND HIGHWAYS		0.00	50,237.79	0.00	(50,237.79)	100.00	100.00
Department: 528 TRANSFER STATION							
101-528-818.000	TRANSFER STATION	30,000.00	33,281.25	-20,281.25	(3,281.25)	110.94	110.94
Total Dept 528 - TRANSFER STATION		30,000.00	33,281.25	13,000.00	(3,281.25)	110.94	110.94
Department: 530 PUBLIC WORKS							
101-530-801.000	LEGAL	0.00	76,450.00	ARRPA - Internet	(76,450.00)	100.00	100.00
Total Dept 530 - PUBLIC WORKS		0.00	76,450.00	EXPENSES	(76,450.00)	100.00	100.00
Department: 906 DEBT SERVICE							
101-906-991.000	DEBT SERVICE-PRINCIPAL	0.00	24,000.00	24,000.00	(24,000.00)	100.00	100.00
101-906-994.000	DEBT SERVICE-INTEREST	0.00	394.80	394.80	(394.80)	100.00	100.00
101-906-994.100	DEBT SERVICE-INTEREST EVERGREEN	740.00	1,098.00	1,098.00	(358.00)	148.38	148.38
Total Dept 906 - DEBT SERVICE		740.00	25,492.80	25,492.80	(24,752.80)	3,444.97	3,444.97
Expenditures		149,743.00	335,785.55	155,324.40	(186,042.55)	224.24	224.24
Fund 101 - GENERAL:							

P&L FOR SOUTH HAVEN CHARTER TWP

Balance As of 04/30/2025

GL Number	Description	2025 Amended Budget	YTD Balance 04/30/2025		Activity For 04/30/2025 Increase (Decrease)	Balance Normal	Available 04/30/2025 (Abnormal)	% Bdgt Used
			Normal	(Abnormal)				
Fund: 101 GENERAL								
	TOTAL REVENUES	0.00	0.00		0.00		0.00	0.00
	TOTAL EXPENDITURES	149,743.00	335,785.55		155,324.40		(186,042.55)	224.24
	NET OF REVENUES & EXPENDITURES:	<u>(149,743.00)</u>	<u>(335,785.55)</u>		<u>(155,324.40)</u>		<u>186,042.55</u>	
Report Totals:								
	TOTAL REVENUES - ALL FUNDS	0.00	0.00		0.00		0.00	0.00
	TOTAL EXPENDITURES - ALL FUNDS	149,743.00	335,785.55		155,324.40		(186,042.55)	224.24
	NET OF REVENUES & EXPENDITURES:	<u>(149,743.00)</u>	<u>(335,785.55)</u>		<u>(155,324.40)</u>		<u>186,042.55</u>	

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

APRIL 16, 2025

Pursuant to Act 267 of 1976, as amended (Open Meetings Act), the Board Members of the South Haven Area Regional Airport Authority (SHARAA) met at the South Haven Area Regional Airport, 73020 C.R. 380, South Haven, Michigan on Wednesday, APRIL 16 2025.

Jon Woodhams Called a regular meeting of the South Haven Area Regional Airport Authority Board to order at 7:30 pm.

BOARD MEMBERS PRESENT:

Jon Woodhams, Geneva Township, Vice Chair
Jim Sankofski, Casco Township
Julian Allen, Covert Township
Ross Woodhams, alternate for City of South Haven
Fred Bower, Covert Township

BOARD MEMBERS ABSENT:

Mary Hosley, City of South Haven
Brent Nichols-Chair
Todd Jensen, South Haven Township

- I. **Agenda:** Julian Allen motioned to approve the agenda for the APRIL 16, 2025, Airport Board Meeting. Ross Woodhams seconded this motion. **All voted in favor. The motion to approve the agenda carries. YEA 5 / NA 0**

- II. **Public Comments:** Mrs. Goldner brought to the Airport Board's attention that a dead deer lay in the ditch at the intersection of 16th Ave and 72nd St, on Airport property.

Julian Allen motioned to approve the consent agenda, and Fred Bower seconded this motion:

Consent Agenda:

Expenses from:

- MARCH 2025 Totaling: \$56,351.93
- Manager's report dated: APRIL 16, 2025
- Minutes of MARCH 19, 2024

A roll call vote to approve the consent agenda was taken and **all voted in favor. The motion carries. YEA 5 / NA 0**

- III. **Committee Reports:** Financial Committee met on 3/24/2025 to plan the financial budget for the next fiscal year.

IV. Old Business:

None

V. New Business:

None

IV. Member Comments:

None

Julian Allen moved to adjourn the meeting Ross Woodhams seconded this motion. The meeting was adjourned at: 7:40pm

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY

Brent Nichols, Chairman
Jon Woodhams, Geneva Township, Vice Chair
Todd Jensen, South Haven Township
Mary Hosley, City of South Haven
Ross Woodhams, alternate for City of South Haven

Fred Bower, Covert Township
Julian Allen, Covert Township
Jim Sankofski, Casco Township
Nancy Kelley, Treasurer
John Carlson, Secretary

Michigan Township Services - Allegan, Inc.

111 Grand Street
(269) 673-3239 fax: (269)673-9583

Permits Issued For SOUTH HAVEN TOWNSHIP

Building

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
4/3/2025	SHB25019	14805 Crestview Ct	\$759,837.00	\$3,125.00	Cottage Home	New Res w/ Att Garage
4/3/2025	SHB25020	76831 Wood Crest Ct	\$537,917.00	\$1,754.00	Cottage Home	New Res w/ Att Garage
4/4/2025	SHB25021	72866 12th Ave	\$10,000.00	\$175.00	Bolden	Interior Remodel/Deck
4/7/2025	SHB25022	00600 70th St	\$25,000.00	\$215.00	Pepich	Remodel + Master STE
4/9/2025	SHB25023	74180 Lambert Dr	\$38,860.34	\$257.00	Capio	5 Floor Jacks
4/9/2025	SHB25024	77329 Pinewood Ln	\$20,000.00	\$200.00	Gardner	Rebuild Deck
4/16/2025	SHB25025	12519 M-140 Hwy	\$350,000.00	\$840.00	12519 M-140 Hwy L	Change of Use
4/22/2025	SHB25026	72258 16th Ave		\$75.00	Smith	Demolition
4/22/2025	SHB25027	70820 16th Ave	\$26,307.00	\$218.00	Higgs	Replace 8 Windows
4/24/2025	SHB25028	07929 C. R. 689	\$12,700.00	\$179.00	Olson	Re-Roof
Building Totals			\$1,780,621.34	\$7,038.00		

Electrical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
4/2/2025	SHE25033	75255 12th Ave		\$225.00	Leatherberry	New Res w/ Att Garage
4/1/2025	SHE25034	77587 Sheridan Rd		\$105.00	Smagacz	Modular w/ Att Garge
4/2/2025	SHE25035	75161 12th St		\$115.00	Kiester	
4/2/2025	SHE25036	73121 M-43 Hwy		\$335.00	Escandon	Change of Use
4/9/2025	SHE25037	75586 16th Ave		\$201.00	Scherer	Modular w/ Att Garage
4/11/2025	SHE25038	70866 M-43 Hwy		\$110.00	Garlock	
4/14/2025	SHE25039	00600 70th St		\$175.00	Pepich	Remodel + Master STE
4/16/2025	SHE25040	77498 20th Ave		\$110.00	Juarez	
4/17/2025	SHE25041	19998 72nd St		\$115.00	SHAWSA	
4/21/2025	SHE25042	19808 Ruggles Rd		\$106.00	Fields	
4/25/2025	SHE25043	17566 Blue Star Hwy		\$205.00	Jackson	
4/28/2025	SHE25044	76300 24th Ave		\$355.00	Casalino	New Res w/ Att Garage
4/29/2025	SHE25045	76689 Wood Crest Ct		\$387.00	Bodtke	New Res w/ Att Garage
4/29/2025	SHE25046	09761 Blustar Hwy		\$105.00	South Haven Twp H	
Electrical Totals				\$2,649.00		

Mechanical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
4/4/2025	SHM25013	72812 12th Ave		\$115.00	Bolden	Remodel
4/4/2025	SHM25014	72866 12th Ave		\$120.00	Bolden	Interior Remodel/Deck
4/11/2025	SHM25015	76920 14th Ave		\$235.00	South Haven Trust	Pool House
4/14/2025	SHM25016	75565 12th St		\$245.00	Nulty	Duplex Barndo
4/14/2025	SHM25017	11565 Bluestar Hwy (AKA 17		\$215.00	Nulty	Duplex Barndo
4/14/2025	SHM25018	11565 Bluestar Hwy (AKA 17		\$215.00	Nulty	Duplex Barndo
4/15/2025	SHM25019	73121 M-43 Hwy		\$130.00	Escandon	Change of Use
4/21/2025	SHM25020	74321 Lambert Dr		\$125.00	Hoag	Addition
4/25/2025	SHM25021	17566 Blue Star Hwy		\$120.00	Jackson	
4/28/2025	SHM25022	76300 24th Ave		\$295.00	Casalino	New Res w/ Att Garage
4/29/2025	SHM25023	09761 Blustar Hwy		\$105.00	South Haven Twp H	
Mechanical Totals				\$1,920.00		
Mechanical Totals			\$1,780,621.34	\$11,607.00	\$1,160.70	

**SOUTH HAVEN CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES**

Wednesday, April 2, 2025

Approved with correction May 7, 2025

1) Call to Order: 7:00 PM

2) Role Call:

Tippman - present
Kiry – present
Odland - present
Meyer – absent
Poole – ~~absent~~ present
Dibble – present
Nicol – present

Audience:

Zoning Administrator: Tasha Smalley

Brad Kotrba

Motion by Poole to excuse Meyer, second by Kiry, 6-0 yes, motion passed.

3) Approval of the Agenda

Motion by Kiry to approve the agenda as presented, second by Tippman, 6-0 yes, motion passed.

4) Approval of the Minutes

Motion by Nicol to approve the minutes of February 5, 2025 with correction: motion for wetland mitigation 17711 76th was not a roll call vote, second by Tippman, 6-0, yes motion passed.

5) Public Comment non-agenda items - none

6) Communications / Correspondence - Received MTA (Michigan Township Association) flyer regarding having some classes on hot topics.

7) Public Hearing – none

8) New Business –

a. Review draft text amendment language to allow drive-thru window for Marihuana Business Establishments, 15.34#10h. Smalley presented rough draft text:

-A drive-through window is permitted. Only 1 per premise.

-Shall be part of the main building, not allowed in an accessory building or mobile center.

-Shall meet all building code requirements and state requirements.

-3 stacking spaces, with each space being at least 20 feet long. Cars stacking in the road right of way is prohibited.

Nicol stated should be more added to building code and state code requirements, be more specific. Brad looked up Cannabis Regulatory Act and found some language that could be added regarding specifics on window type, construction. Smalley will work on additional language.

9) Unfinished Business –

a. Zoning Ordinance update, Brad Kotrba, Williams and Works. Residential Districts, LDR MDR HDR and MFR.

Review of proposed Articles XI through IX. Discussion should center around permitted uses, special uses, and any additional standards. In addition, should we include more specific development standards in the Multifamily Residential District.

Discuss the addition of density bonuses and other methods to allow developers to increase the density for residential development and specifically what districts these

Remainder of the districts will be reviewed at the next meeting.

10) Staff & Subcommittee report

ZBA report- Tippman – nothing to report

Board report – Poole – working on STR ordinance amendments, Applewood Condo to improve road to be taken over by VBCRC, discussed what to do with marihuana money from state

Zoning report – Smalley – PH for May, PUD res project 73 ½ St

11) Commissioner Comments and Public Comment

12) Adjournment

at 9:10pm

Respectfully Submitted by:

Tasha Smalley

Zoning Administrator/Recording Secretary

**SOUTH HAVEN CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES**

Wednesday, May 7, 2025

draft

1) Call to Order: 7:00 PM

2) Role Call:

Tippman - present
Kiry – present
Odland - present
Meyer – present
Poole – arrived late
Dibble – present
Nicol – present

Audience:

Zoning Administrator: Tasha Smalley

Brad Kotrba

Applicants

3) Approval of the Agenda

Motion by Tippman to approve the agenda as presented, second by Kiry, 6-0 yes, motion passed.

4) Approval of the Minutes

Motion by Nicol to approve the minutes of April 2, 2025 with correction: change Poole to present, second by Tippman, 6-0, yes motion passed.

5) Public Comment non-agenda items - none

6) Communications / Correspondence - none

7) Public Hearing –

Safe and Easy Self Storage LLC has petitioned for Preliminary review residential PUD (Planned Unit Development) to construct 35 homes. V/L 73 ½ Street (approx. 05200), 80-17-011-032-60.

Smalley briefly went over the application: Preliminary review for PUD Type II rezone to HDR. Property is 7.1 acres. Proposed project is 35 homes, mostly attached single family homes, approx. 30x50.

Ade Adewoye, Architect provided floor plan and exterior elevation; stated the end units will be 3 bedrooms.

Open Public Hearing 7:13p

No public comment

No correspondence received

Nicol asked about egress; Mr. Adwwoye stated there will be 2 exit doors, one in the front and one in the back.

Mr. Adewove stated there will be a lot of landscaping to help soften the buildings.

Mr. Pirsein, Merritt Midwest, Engineer, went over the infrastructure: proposed private sewer, extend water main, add a fire hydrant, 2 entry ways, working with Peterson Environmental for permits with EGLE for wetland areas.

Tippman asked if the development will be phased; owner Mr. Crist said yes, maybe 3-4 phases.

No further questions or comments

Motion made by Kiry to close the public hearing at 7:22, second by Dibble, 7-0yes, motion passed.

8) New Business –

a. Discuss Preliminary review PUD

Odland read over the Review Standard in 16.09 A-J, consensus the standards are met for the preliminary. Dibble questioned the parking; size of spaces, any area for overflow parking.

Motion by Nicol to approve the Preliminary site plan for rezone PUD Type II to HDR with conditions: final site plan provides all the requirements per PUD ordinance and review and/or permits from the agencies including but not limited to: road commission, drain commission, fire department, City for water and sewer. Second by Kiry. Roll call vote: Poole-Yes; Dibble-Yes; Tippman-Yes; Odland-Yes; Nicol-Yes; Kiry-Yes; Meyer-Yes. 7-0yes, motion passed.

9) Unfinished Business –

a. Zoning Ordinance update, Brad Kotrba, Williams and Works. Commercial and Industrial Districts.

Review of proposed Articles X through XIII. Discussed permitted uses, special uses, and any additional standards. Combined districts together. Added new term live/work units. Combined uses together that were same use group.

Next meeting work on Overlay district, and create the table with uses, then supplemental standards.

10) Staff & Subcommittee report

ZBA report- Tippman – nothing to report

Board report – Poole – adopted STR ordinance amendments, may go back and amend the length of stay per zoning district.

Zoning report – Smalley – Site plans for June, site plan review for landscape company and preliminary PUD for housing development.

11) Commissioner Comments and Public Comment

12) Adjournment

at 9:00pm

Respectfully Submitted by:

Tasha Smalley

Zoning Administrator/Recording Secretary

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance	
		Normal	(Abnormal)
04/30/2025			
Fund: 101 GENERAL			
*** Assets ***			
101-000-001.000	CASH CHECKING-STURGIS	1,191,146.72	
101-000-003.000	CERTIFICATE OF DEPOSIT-FIFTH THIRD	46,220.25	
101-000-004.000	PETTY CASH	362.79	
101-000-019.000	TAXES RECEIVABLE	72,473.09	
101-000-040.000	ACCOUNTS RECEIVABLE	12,556.34	
101-000-045.000	SPECIAL ASSESSMENT RECEIVABLE	35,832.15	
101-000-078.000	DUE FROM STATE OF MICHIGAN	320,809.98	
101-000-081.000	DUE FROM OTHER UNITS OF GOVERNMENT	731,852.54	
101-000-084.701	DUE FROM CUSTODIAL FUND	754.75	
101-000-084.703	DUE FROM TAX FUND	310,001.10	
101-000-084.806	DUE FROM WATER DEBT SERVICE 06 FUND	21,647.00	
Total Assets		2,743,656.71	
*** Liabilities ***			
101-000-202.000	ACCOUNTS PAYABLE	113,554.99	
101-000-231.000	PENSION PAYROLL DEDUCTION	440.00	
101-000-258.000	ACCRUED TAXES PAYABLE-STATE W/H	1,177.14	
101-000-258.100	ACCRUED TAXES PAYABLE-FEDERAL	1,151.90	
101-000-258.200	ACCRUED TAXES PAYABLE-MICHIGAN W/H	(785.52)	
101-000-258.300	ACCRUED TAXES PAYABLE-FICA	739.66	
101-000-339.000	UNEARNED REVENUE	114,537.11	
101-000-339.400	UNEARNED REVENUE-ARPA	125,371.99	
101-000-360.100	DEFFERED REVENUE:DR SA	32,685.78	
101-000-360.200	DEFFERED REVENUE:DR ADVANCE	295,000.00	
Total Liabilities		683,873.05	
*** Fund Equity ***			
101-000-390.000	FUND BALANCE	2,208,968.57	
Total Fund Equity		2,208,968.57	
Total Fund 101:			
TOTAL ASSETS		2,743,656.71	
BEG. FUND BALANCE - 2024		2,208,968.57	
+ NET OF REVENUES/EXPENDITURES - 2024		337,293.36	
+ NET OF REVENUES & EXPENDITURES		(486,478.27)	
= ENDING FUND BALANCE		2,059,783.66	
+ LIABILITIES		683,873.05	
= TOTAL LIABILITIES AND FUND BALANCE		2,743,656.71	

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 204 ROAD			
*** Assets ***			
204-000-001.000	CASH CHECKING-STURGIS		19,336.43
204-000-019.000	TAXES RECEIVABLE		196,910.86
204-000-084.703	DUE FROM TAX FUND		329,687.27
Total Assets			545,934.56
*** Liabilities ***			
204-000-202.000	ACCOUNTS PAYABLE		37,715.01
204-000-339.000	UNEARNED REVENUE		311,199.57
Total Liabilities			348,914.58
*** Fund Equity ***			
204-000-390.000	FUND BALANCE		211,829.98
Total Fund Equity			211,829.98
Total Fund 204:			
TOTAL ASSETS			545,934.56
BEG. FUND BALANCE - 2024			211,829.98
+ NET OF REVENUES/EXPENDITURES - 2024			(14,810.00)
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			197,019.98
+ LIABILITIES			348,914.58
= TOTAL LIABILITIES AND FUND BALANCE			545,934.56

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 206 FIRE AND AMBULANCE FUND			
*** Assets ***			
206-000-001.000	CASH CHECKING-STURGIS		(435,648.82)
206-000-019.000	TAXES RECEIVABLE		386,948.36
206-000-084.703	DUE FROM TAX FUND		701,004.76
Total Assets			652,304.30
*** Liabilities ***			
206-000-339.000	UNEARNED REVENUE		621,958.87
Total Liabilities			621,958.87
Total Fund 206:			
TOTAL ASSETS			652,304.30
BEG. FUND BALANCE - 2024			0.00
+ NET OF REVENUES/EXPENDITURES - 2024			30,345.43
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			30,345.43
+ LIABILITIES			621,958.87
= TOTAL LIABILITIES AND FUND BALANCE			652,304.30

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As Of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 207 POLICE FUND			
*** Assets ***			
207-000-001.000	CASH CHECKING-STURGIS		(111,410.34)
207-000-019.000	TAXES RECEIVABLE		101,844.94
207-000-084.703	DUE FROM TAX FUND		170,521.83
Total Assets			160,956.43
*** Liabilities ***			
207-000-339.000	UNEARNED REVENUE		160,956.43
Total Liabilities			160,956.43
Total Fund 207:			
TOTAL ASSETS			160,956.43
BEG. FUND BALANCE - 2024			0.00
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			0.00
+ LIABILITIES			160,956.43
= TOTAL LIABILITIES AND FUND BALANCE			160,956.43

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025 Normal (Abnormal)
Fund: 208 RECREATION FUND		
*** Assets ***		
208-000-001.000	CASH CHECKING-STURGIS	(13,075.53)
208-000-019.000	TAXES RECEIVABLE	34,337.34
208-000-084.703	DUE FROM TAX FUND	56,137.81
Total Assets		77,399.62
*** Liabilities ***		
208-000-339.000	UNEARNED REVENUE	54,267.06
Total Liabilities		54,267.06
*** Fund Equity ***		
208-000-390.000	FUND BALANCE	19,727.79
Total Fund Equity		19,727.79
Total Fund 208:		
TOTAL ASSETS		77,399.62
BEG. FUND BALANCE - 2024		19,727.79
+ NET OF REVENUES/EXPENDITURES - 2024		3,404.77
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		23,132.56
+ LIABILITIES		54,267.06
= TOTAL LIABILITIES AND FUND BALANCE		77,399.62

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 271 LIBRARY FUND			
*** Assets ***			
271-000-001.000	CASH CHECKING-STURGIS		17,027.18
271-000-019.000	TAXES RECEIVABLE		169,654.80
271-000-084.703	DUE FROM TAX FUND		98,469.09
Total Assets			285,151.07
*** Liabilities ***			
271-000-202.000	ACCOUNTS PAYABLE		17,027.18
271-000-339.000	UNEARNED REVENUE		268,123.89
Total Liabilities			285,151.07
Total Fund 271:			
TOTAL ASSETS			285,151.07
BEG. FUND BALANCE - 2024			0.00
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			0.00
+ LIABILITIES			285,151.07
= TOTAL LIABILITIES AND FUND BALANCE			285,151.07

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 275 SENIOR SERVICES FUND			
*** Assets ***			
275-000-001.000	CASH CHECKING-STURGIS		14,142.83
275-000-019.000	TAXES RECEIVABLE		135,804.93
275-000-084.703	DUE FROM TAX FUND		78,822.31
Total Assets			228,770.07
*** Liabilities ***			
275-000-202.000	ACCOUNTS PAYABLE		14,142.83
275-000-339.000	UNEARNED REVENUE		214,627.24
Total Liabilities			228,770.07
Total Fund 275:			
TOTAL ASSETS			228,770.07
BEG. FUND BALANCE - 2024			0.00
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			0.00
+ LIABILITIES			228,770.07
= TOTAL LIABILITIES AND FUND BALANCE			228,770.07

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As Of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025	
		Normal	(Abnormal)
Fund: 310 EVERGREEN DEBT SERVICE FUND			
*** Assets ***			
310-000-001.000	CASH CHECKING-STURGIS		(410.61)
310-000-045.000	SPECIAL ASSESSMENT RECEIVABLE		8,157.78
310-000-084.703	DUE FROM TAX FUND		21,794.87
Total Assets			29,542.04
*** Fund Equity ***			
310-000-390.000	FUND BALANCE		35,406.21
Total Fund Equity			35,406.21
Total Fund 310:			
TOTAL ASSETS			29,542.04
BEG. FUND BALANCE - 2024			35,406.21
+ NET OF REVENUES/EXPENDITURES - 2024			(5,864.17)
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			29,542.04
+ LIABILITIES			0.00
= TOTAL LIABILITIES AND FUND BALANCE			29,542.04

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

GL Number	Description	YTD Balance 04/30/2025 Normal (Abnormal)
Fund: 701 T&A		
*** Assets ***		
701-000-001.000	CASH CHECKING-STURGIS	7,425.75
Total Assets		7,425.75
*** Liabilities ***		
701-000-202.000	ACCOUNTS PAYABLE	1,737.00
701-000-222.000	DUE TO VAN BUREN COUNTY	(17.00)
701-000-226.000	DUE TO TOWNSHIP OPERATING	958.75
701-000-228.000	DUE TO STATE OF MICHIGAN-TRAILER TAX	1,122.00
701-000-283.000	PERFORMANCE DEPOSITS PAYABLE	3,625.00
Total Liabilities		7,425.75
Total Fund 701:		
TOTAL ASSETS		7,425.75
BEG. FUND BALANCE - 2024		0.00
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		0.00
+ LIABILITIES		7,425.75
= TOTAL LIABILITIES AND FUND BALANCE		7,425.75

BALANCE SHEET REPORT FOR SOUTH HAVEN CHARTER TWP
Balance As of 04/30/2025

		YTD Balance 04/30/2025
GL Number	Description	Normal (Abnormal)
Fund: 703 TAX		
*** Assets ***		
703-000-001.000	CASH CHECKING-STURGIS	(569,533.44)
703-000-019.000	TAXES RECEIVABLE	2,165.18
Total Assets		(567,368.26)
*** Liabilities ***		
703-000-202.000	ACCOUNTS PAYABLE	(4,941.74)
703-000-221.000	DUE TO CITY OF SOUTH HAVEN DLQ WATER	(5,727.33)
703-000-221.001	DUE TO CITY OF SOUTH HAVEN DLQ SEWER	(0.01)
703-000-221.002	DUE TO CITY OF SOUTH HAVEN DLQ ELECTRIC	(258.38)
703-000-222.000	DUE TO VAN BUREN COUNTY	46,241.29
703-000-223.000	DUE TO LIBRARIES	132.87
703-000-224.000	DUE TO COUNTY ROAD COMMISSION	(58,404.86)
703-000-225.000	DUE TO SOUTH HAVEN SCHOOLS	(4,155.63)
703-000-225.001	DUE TO COVERT SCHOOLS	529.01
703-000-226.000	DUE TO TOWNSHIP OPERATING	(78,593.57)
703-000-226.001	DUE TO TOWNSHIP ROADS	(213,451.80)
703-000-226.002	DUE TO TOWNSHIP POLICE	(110,403.44)
703-000-226.003	DUE TO TOWNSHIP FIRE	(460,548.34)
703-000-226.004	DUE TO TOWNSHIP REC	(35,864.47)
703-000-226.005	DUE TO TOWNSHIP LUNDY LN PRINCIPAL	(4,415.65)
703-000-226.007	DUE TO TWP LUNDY LN ROAD PRINCIPAL	(1,763.44)
703-000-226.009	EVERGREEN BLUFF PRINCIPAL	(12,786.97)
703-000-226.011	DUE TO TOWNSHIP DLQ ELECTRIC	(5,790.64)
703-000-226.012	DUE TO TOWNSHIP - ADMIN FEE	(70,884.44)
703-000-226.013	DUE TO TOWNSHIP INTEREST	(4.45)
703-000-226.021	PERTERSON DRN	110.16
703-000-234.000	DUE TO INTERMEDIATE SCHOOLS	667.52
703-000-235.000	DUE TO COMMUNITY COLLEGE	(4,251.34)
703-000-236.014	DUE TO TOWNSHIP SENIOR SERVICES	93.24
703-000-275.000	DUE TO TAXPAYERS	(72,233.61)
703-000-276.000	TAX OVERPAYMENT	34,330.18
703-000-276.001	TAX OVER/UNDER PAYMENTS	158.94
Total Liabilities		(1,062,216.90)
*** Fund Equity ***		
703-000-390.000	FUND BALANCE	737,370.28
Total Fund Equity		737,370.28
Total Fund 703:		
TOTAL ASSETS		(567,368.26)
BEG. FUND BALANCE - 2024		737,370.28
+ NET OF REVENUES/EXPENDITURES - 2024		(265,285.56)
+ NET OF REVENUES & EXPENDITURES		22,763.92
= ENDING FUND BALANCE		494,848.64
+ LIABILITIES		(1,062,216.90)
= TOTAL LIABILITIES AND FUND BALANCE		(567,368.26)



Van Buren Conservation District

April 2025 Program Update

Submitted by Emily Hickmott, Executive Director

Thank you to everyone who helped promote our Tree Seedling Sale and Reforestation efforts this year! At the beginning of April, we were able to help over 15,000 native and naturalized seedlings find homes in Southwest Michigan. These seedlings will grow into trees and shrubs that will help filter our air and hold in place our valuable soil. They also create great habitat for our native birds, pollinators, and other wildlife. The funds we collect through these efforts go on to fund our other conservation projects designed to make Van Buren County even healthier and more resilient to climate and economic changes.

Please remember to help us get as many responses to our [brief survey](#) as possible before the end of May. We want to hear from as many folks as possible about the needs of Van Buren County so that we can keep serving you and pursuing funding for projects that make a difference here. Thank you for your thoughts and your help spreading the word!

Conservation Needs Assessment Survey: Only one month left to take our quick survey to guide conservation in Van Buren County. Whether you live, work, or play in Van Buren County, we need your input. Your thoughts help the VBCD better serve you, our community, and our natural resources.

The VBCD brings programs, services, education, and events to our community. To address our local needs, we need your local voice. Your input helps us focus conservation funding and programming for Van Buren County. This quick survey takes about 10 minutes. All responses are anonymous. For assistance with the survey, contact us at info@VanBurenCD.org or call 269-657-4030 x5. Complete the survey to be entered into a drawing for special prizes! Take the survey by May 31, 2025! <https://vanburencd.org/input/>

Grant Opportunity: MI Healthy Climate Challenge Grants - The Department of Environment, Great Lakes, and Energy (EGLE) Office of Climate and Energy's (OCE) MI Healthy Climate Challenge grant program will include multiple grant competitions through 2026 that aim to expand equitable access to solar energy, grow green lending capacity, and increase access to clean energy funding across the state. Solar for Savings applications are now open and will be accepted until 5 p.m. July 30, 2025. To learn more and apply, visit Michigan.gov/MHCCchallenge.

Michigan Home Energy Rebates Program (MiHER): A program that will help households across the state save thousands of dollars on energy expenses through home energy improvements and new, efficient appliances. MiHER will prioritize households with incomes at or below 80% of their county's Area Median Income (AMI). Michigan renters and homeowners interested in the programs can learn more at Michigan.gov/HomeEnergyRebates and can submit a MiHER application.

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) - In March, the Water Quality Team helped coordinate our annual farm conference, "Farming for the Future." More than 140 people came together on March 12 to learn about regenerative agriculture, pollinator



Van Buren Conservation District

April 2025 Program Update

Submitted by Emily Hickmott, Executive Director

habitat, rotational grazing, invasive species management, and more. Keynote speaker Jeremy Sweeten spoke about his regenerative agriculture journey as a first-generation farmer. VBCD staff also shared cost-share programs that can offer funding to farmers to try conservation practices.

- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area) Team** (*Abbie Bristol, Alex Florian, Jena Johnson*) – In March, the CISMA Team balanced reporting on past events, planning for 2025 projects and responding to immediate concerns. We have concluded our winter work and are gathering the loose ends for the upcoming busy season, but also made time to respond to Van Buren's first detection of hemlock woolly adelgid. The Team also attended the Michigan Invasive Species Coalition annual meeting where we shared knowledge and expertise with State partners and fellow CISMAs.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) – The technician had 3 public facing events in March. Regional Envirothon as 1, went well and wouldn't have been accomplished without the volunteers from VBCD and area NRCS/CD staff. Farming for the Future was well attended and resulted in several new MAEAP contacts and face to face time with current MAEAP farmers. Lastly Alex, Lucas and Kyle held a small hike for the Bangor Boy Scout troop that asked for assistance with their Forestry Merit Badge. We were able to take them on a hike through a local preserve and check off most of their requirements for the badge.
- **National Association of Conservation Districts (NRCS) Technical Assistance** (*Lucas Hartman, Gabriel Francisco*) – During the month of March, the VBCD had its yearly "Farming for the Future" conference at the Van Buren ISD in Lawrence Michigan. The day was largely enjoyable, and the feedback from attendees was all around positive. This year our keynote speaker was Jeremy Sweeten of "Understanding Ag" who is a first generation farmer from the Upper Peninsula of Michigan where he and his wife own a cattle and hay farm. Other than Farming for the Future, this month was largely devoted to finishing up final edits to new EQIP contracts, getting to work on 2025 round 2 EQIP applications and CSP applicants.
- **Outreach** (*Jacob Diljak*) – Collections and events are heating up with the weather. Events, booths, and other public outreach initiatives are in the works. We're looking forward to providing engaging education, valuable services, and needed support! Invite us to your events! Check out our recycling collection schedule on our website (VanBurenCD.org/van-buren-county-recycling-collections/).
- **Resource Recovery & Recycling** (*Kalli Marshall, Jacob Diljak*) – Spring has sprung and we are ready for action. This year Kalli has enjoyed resurrecting the Resource Recovery Blog "Tidbits and Announcements". Additionally this month, the group has taken charge of several outreach events like Farming for the Future, Envirothon, and Kalli ended the month with a Compost Education presentation at Decatur Homeschool Hangout.