

AGENDA
SOUTH HAVEN CHARTER TOWNSHIP
July 9, 2025

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes of June 11, 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
 - a. Granicus
 - b. Inspections
 - c. Prosecutions
 - C)
 - D)
8. NEW BUSINESS
 - A) Resolution 25-17 to Introduce Ord 169 STR Amendment
 - B) Resolution 25-18 Metro Permit Approved Crown Castle
 - C) Approve Bid for Cider Ct. Paving
 - D) Approve Insurance Bid
 - E)
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, JUNE 11, 2025

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

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

Motion by DeGrandchamp, supported by Wiatrowski, to approve the Minutes of the May 14, 2025 Regular Meeting as presented. All voted in favor. Motion carried.

Motion by DeGrandchamp, supported by Wiatrowski, to approve the Minutes of the May 27, 2025 Special Meeting as presented. All voted in favor. Motion carried.

Correspondence from Todd Oliver was presented.

Interim Chief Adam DeBoer from SHPD was in attendance and gave a report. Gail Gladney from Van Buren County Commission left information before the meeting but left ill.

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

Supervisor Stein presented a MSHDA report on Employer Assisted Housing Fund. He also attended a meeting with a developer wanting to do a project. Dave Wiatrowski reported that 8 Short Term Rentals had already been inspected.

Chief Brandon Hinz from SHAES gave a presentation of the history, future and current needs of SHAES. There is a need for additional staffing and there will be an additional expense for this.

Motion by Bertorelli, supported by Fisher, to retire outdated policies and approve updated. All voted in favor. Motion carried.

Motion by Bertorelli, supported by Poole, to approve appointing Maureen Lewandowski to the Election Commission. All voted in favor. Motion carried.

Motion by Bertorelli, supported by Wiatrowski, to adopt Resolution 25-16 Amending the 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, Jean Stein reported for the Library.

Motion by Fisher, supported by Wiatrowski, to approve payment of anticipated bills in the amount of \$80,345.01. All voted in favor by roll call vote. Motion carried.

Motion by Fisher, supported by Wiatrowski, to move our current CD to Sturgis where the interest rate is better. All voted in favor. Motion carried.

Meeting adjourned at 8:40 p.m.

Brenda Bertorelli, Clerk

Ross Stein, Supervisor

**CHARTER TOWNSHIP OF SOUTH HAVEN
RESOLUTION NO. 25 - 17**

**RESOLUTION TO INTRODUCE
AN ORDINANCE #169 TO AMEND SHORT TERM RENTAL REGULATIONS IN
SOUTH HAVEN CHARTER TOWNSHIP, MICHIGAN**

At a meeting of the Board of Trustees of the Charter Township of South Haven ("Township"), Van Buren County, Michigan, held at the Township Hall in said Township on the 9th day of July, 2025 at 7:30 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and
seconded by _____.

WHEREAS, the Township has previously adopted an ordinance regulating short term rentals in the Township, Short Term Rental Regulations Ordinance; and

WHEREAS, the Township desires to adopt An Ordinance to Amend Short Term Rental Regulations in South Haven Charter Township, Michigan (the "Ordinance") to exempt properties in the Community Service Commercial zoning district from the one rental per calendar week limitation; and

WHEREAS, Section 20 of the Michigan Charter Township Act, Act 359 of 1947, MCL 42.1 et seq, as amended ("Act") requires each proposed ordinance be introduced in written or printed form, identified by a number and short title and, following introduction of the proposed ordinance, requires the Clerk to publish the proposed ordinance as provided in the Act.

NOW, THEREFORE, the Township Board of the Charter Township of South Haven, resolves as follows:

1. The Township hereby introduces Ordinance No.169, An Ordinance to Amend Short Term Rental Regulations in South Haven Charter Township, Michigan, attached as **Exhibit A**.
2. The Township Board will consider adopting the Ordinance at a meeting on August 13th, 2025, at 7:30 p.m.
3. Pursuant to Section 20 of the Act, the Clerk is directed to publish the Ordinance in accordance with Section 8 of the Act by posting the Ordinance in the office of the Clerk and on the Township's web site. The Clerk is further directed to publish notice of posting in a form

substantially conforming to that attached as **Exhibit B** to this resolution describing the purpose of the Ordinance and that the Ordinance is posted in the office of the Clerk, on the Township's web site and in a newspaper of general circulation in the Township within seven (7) days of the posting.

4. A copy of the Ordinance shall be available for examination at the office of the Clerk and copies may be provided for a reasonable charge.

5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

THE RESOLUTION WAS DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss.
COUNTY OF VAN BUREN)

I, Brenda Bertorelli, Township Clerk of the Charter Township of South Haven, hereby certify this to be a true and complete copy of Resolution No.25-17, duly adopted at a meeting of the Township Board held on the 9th day of July, 2025 at 7:30 p.m.

Brenda Bertorelli, Township Clerk

EXHIBIT A

**SOUTH HAVEN CHARTER TOWNSHIP VAN BUREN COUNTY
SHORT TERM RENTAL ORDINANCE
ORDINANCE #169**

**AN ORDINANCE TO AMEND SHORT TERM RENTAL REGULATIONS IN SOUTH
HAVEN CHARTER TOWNSHIP, MICHIGAN.**

South Haven Charter Township ordains as follows:

Section 1. Amendment to Section 01-02(d).

Section 01-02(d) of the Township's Short Term Rental Regulations Ordinance is hereby amended to exempt rentals in the Community Service Commercial zoning district from the one rental per calendar week requirement. The section shall read, in its entirety, as follows:

Sec. 01-02. Definitions.

(a) Short-Term Rental. The Rental or subletting of a Single-Family Dwelling for compensation for a term of at least three but not more than 27 nights (rentals for less than three nights are not allowed as Short-Term Rentals). **Except in the Community Service Commercial District**, only one Rental term may begin for a Single-Family Dwelling during any calendar week of Sunday through Saturday. However, the rental of the following shall not be considered Short-Term Rentals: bed and breakfast establishments, motels, resorts, campgrounds, transitional houses operated by a charitable organization, group homes such as nursing homes and adult-foster-care homes, substance-abuse rehabilitation clinics, mental-health facilities, other similar healthcare related facilities, and the Rental of Single-Family Dwellings in the Agricultural District.

Section 2. Effective date.

This Ordinance was approved and adopted by the Township Board of the Township of South Haven, Van Buren County, Michigan, on _____. This Ordinance shall be effective immediately after publication of its contents or a summary of its contents in a local newspaper of general circulation in the Township.

Section 3. Severability.

The provisions of this ordinance are severable. If any portion of this Ordinance is declared void or unenforceable for any reason by a court of competent jurisdiction, the remainder of the Ordinance will remain in full force and effect.

Section 4. Repealer.

All other ordinances inconsistent with the provisions of the Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

Ross Stein, Township Supervisor

Brenda Bertorelli, Township Clerk

EXHIBIT B

CHARTER TOWNSHIP OF SOUTH HAVEN

**NOTICE OF POSTING OF PROPOSED ORDINANCE NO. 169
AN ORDINANCE TO AMEND RENTAL REGULATIONS IN SOUTH HAVEN
CHARTER TOWNSHIP, MICHIGAN**

PLEASE TAKE NOTICE that at its meeting on July 9, 2025, the Township Board received a proposed ordinance entitled “An Ordinance to Amend Short Term Rental Regulations in South Haven Charter Township, Michigan,” which will be considered for adoption on **August 13, 2025, at 7:30 p.m.**, at a meeting of the Township Board at the Township Hall, 09761 Blue Star Memorial Hwy, South Haven, MI 49090. The proposed ordinance would, amend the Township’s Short Term Rental Ordinance to exempt properties in the Community Service Commercial zoning district from the one rental per calendar week limitation

The proposed ordinance is available in its entirety for public inspection. The proposed ordinance is posted at the office of the Township Clerk, 09761 Blue Star Memorial Hwy, South Haven, MI 49090 and on the website of the Charter Township of South Haven, <http://www.southhaventwp.com>.

Brenda Bertorelli, Clerk
South Haven Township Hall
09761 Blue Star Memorial Hwy
South Haven, MI 49090
(269) 637-3305

**CHARTER TOWNSHIP OF SOUTH HAVEN
VAN BUREN COUNTY
STATE OF MICHIGAN**

**RESOLUTION NO. _____
RESOLUTION TO APPROVE CROWN CASTLE LLC'S
METRO ACT PERMIT**

At a meeting of the Township Board of the Charter Township of South Haven, Van Buren County, State of Michigan, on the _____ day of July, 2025 at _____ p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

The Charter Township of South Haven hereby resolves:

WHEREAS, Crown Castle Fiber LLC ("Crown Castle") desires to construct a part of its telecommunications facilities, specifically fiber optic telecommunications, within the Charter Township of South Haven's ("Township") right-of-ways; and

WHEREAS, pursuant to the Metropolitan Extension Telecommunications Rights-of- Way Oversight Act, Public Act 48 of 2002 ("METRO Act"), a provider using or seeking to use public right-of-ways for its facilities must obtain a permit from the Township; and

WHEREAS, Crown Castle has submitted a completed application for a METRO Act permit for facilities it plans to construct and install in the Township's right-of ways; and

WHEREAS, Crown Castle has chosen to utilize the MPSC Approved Bilateral Permit Form, which provides a fifteen (15) year term, with three (3) subsequent five (5) year renewal terms.

NOW, THEREFORE, the Township Board of the Charter Township of South Haven, Van Buren County, resolves as follows:

1. The Township resolves to approve Crown Castle's METRO Act bilateral permit in the form attached as **Exhibit A** to this Resolution, and such approval is subject to all terms and conditions set forth in the Permit, the Township Code of Ordinances, and this Resolution.

2. The approval is conditioned upon Crown Castle obtaining the necessary construction or engineering permits from any state, county, village or township agency, including but not limited to the Road Commission for Van Buren County; naming and maintaining the Charter Township of South Haven as an additional insured on all insurance policies and keeping the Township updated with certificates of insurance evidencing such coverage related to any project ongoing or arising from this Permit; updating the permit to include Crown Castle's name in line one of the

Brenda Bertorelli, Township Clerk
Charter Township of South Haven, County of Van Buren

EXHIBIT A

**METRO Act Permit
Bilateral Form
Revised 12/06/02**

**RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT**

TERMS AND CONDITIONS

1 Definitions

- 1.1 Company shall mean **Crown Castle Fiber LLC**, a limited liability company organized under the laws of the State of New York whose address is 2000 Corporate Drive, Canonsburg, PA 15317.
- 1.2 Effective Date shall mean the date set forth in Part 13.
- 1.3 Manager shall mean Municipality's Supervisor or his or her designee.
- 1.4 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.5 Municipality shall mean Charter Township of South Haven, a Michigan municipal corporation.
- 1.6 Permit shall mean this document.
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.
- 1.9 Term shall have the meaning set forth in Part 7.

2 Grant

- 2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.
 - 2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.
 - 2.1.2 Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.
- 2.2 Overlashing. Company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.
- 2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

- 3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:
 - 3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is Amir Elias, Manager, Network Permitting & Utilities. 3025 Highland Pkwy, Suite 400 Downers Grove, IL 60515, (331) 200-6110, Amir.Elias@crowncastle.com.
 - 3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is Jeff Pisarski, District Manager Fiber Construction.

3025 Highland Pkwy, Suite 400 Downers Grove, IL 60515, (630) 480-5180, Jeff.Pisarski@crowncastle.com.

- 3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is Jeff Pisarski, District Manager Fiber Construction. 3025 Highland Pkwy, Suite 400 Downers Grove, IL 60515, (630) 480-5180, Jeff.Pisarski@crowncastle.com.
- 3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is Jeff Pisarski, District Manager Fiber Construction. 3025 Highland Pkwy, Suite 400 Downers Grove, IL 60515, (630) 480-5180, Jeff.Pisarski@crowncastle.com.
- 3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

Network Operations Center
(800) 788-7011

- 3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.
- 3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).
- 3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.
- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.
- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground

portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.

- 4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").
 - 4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.
- 4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is

commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.
- 4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.
- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 174 of the Public Acts of 2013, as amended, MCL § 460.721 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.

- 4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.
- 4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.
- 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).
- 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
- 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).
- 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
- 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.
- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide thirty (30) days prior written notice to Municipality for any reason other than non-payment of premium in which a ten (10) day notice shall apply. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other

than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.

- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.
- 6.4 Deductibles. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6.
- 6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

- 7.1 Term. The term ("Term") of this Permit shall be until the earlier of:
 - 7.1.1 Fifteen years (15) from the Effective Date; provided, however, that following such initial term there shall be three subsequent renewal terms of five (5) years. Each renewal term shall be automatic unless Municipality notifies Company in writing, at least twelve (12) months prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Municipality shall not unreasonably deny a renewal term; or
 - 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or

- 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
- 7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
- 7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

- 8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

- 9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

- 10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.
 - 10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

- 10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.
- 10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.
- 11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:
- 11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,
- 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and
- 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

- 11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

- 12.1 Notices. All notices under this Permit shall be given as follows:

12.1.1 If to Municipality, to:
Brenda Bertorelli- Clerk
09761 Blue Start Memorial Hwy
South Haven, MI 49090

12.1.2 If to Company, to:

Crown Castle Fiber LLC
2000 Corporate Drive
Canonsburg, PA 15317
Attn: Network Contracts Management

- 12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

- 13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as “cable service” or the services of an “open video system operator” (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).
- 13.2 Duties. Company shall faithfully perform all duties required by this Permit.
- 13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.
- 13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.

13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.

13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Charter Township of South Haven

Attest:

By: _____

Township Clerk

By: _____

Its: _____

Date: _____

“Company accepts the Permit granted by Municipality upon the terms and conditions contained therein.”

Crown Castle Fiber LLC

By: Samuel Franklin
Samuel Franklin
Supervisor, Permitting – Central Region
Date: 06/18/2025

\\ODMA\PCDOCS\GRR\759319\6



BOARD OF COUNTY ROAD COMMISSIONERS

BOARD OF PUBLIC WORKS

COMMISSIONERS:

Wayne Nelson, W.C. Askew, Sr., Reginald D. Boze, Doug Burleson, Gregory H. Kinney

July 8th, 2025

Ross Stein
South Haven Township Supervisor
09761 Blue Star Memorial Hwy
South Haven, MI 49090

Dear Ross,

The Cider Court project was let out for bid, and bids were opened July 7th, 2025. The lowest bidder is Michigan Paving and Materials with a revised estimate of \$163,680.80. This revised cost estimate includes the bid, contingency, engineering, and associated fringe and overhead expenses.

The revised cost estimate is included on the enclosed program sheet for your review and approval. If the Township would like to proceed, please sign the program sheet and return it at your earliest convenience. Please be advised that this cost estimate represents our best estimate of the total project costs. The project will be billed to the Township at the actual cost incurred by the Road Commission, as it is currently not a certified road.

Be advised that should any work be required beyond that which is contained in the plans, the Road Commission will provide you with a Change Order outlining the additional work.

Thank you for your cooperation. Please let me know if you have any questions or concerns.

Sincerely,
VAN BUREN COUNTY ROAD COMMISSION

A handwritten signature in cursive script that reads "Barry Anttila".

Barry J. Anttila
Highway Engineer

BA/am
Enclosure

VAN BUREN COUNTY ROAD COMMISSION

ROAD CERTIFICATION PROGRAM SHEET

Project #: 0076.0.05.3 - REVISED

Township:	South Haven
Location:	Cider Court
Type of Work:	Certification Including Preparation for Acceptance into Certified Road System
Contractor:	Michigan Paving and Materials

ITEM OF WORK	QUANTITY	UNIT	AMOUNT
Engineering	46	Hours	\$ 4,643.89
Publication Fee			\$ 813.75
Recording Fee			\$ 32.55
Certification Fee			\$ 250.00
Legal Description for Easement			\$ 550.00
Mobilization, Max	1	LSUM	\$ 5,000.00
Inlet Protection	4	Each	\$ 1,000.00
Cold Milling HMA Surface	4800	SYD	\$ 12,000.00
HMA, 4EL	550	Ton	\$ 52,250.00
HMA, 5EL	550	Ton	\$ 54,450.00
Curb Slp, HMA	3100	Feet	\$ 1,550.00
Minor Traf Devices	1	LSUM	\$ 5,000.00
Traf Regulator Control	1	LSUM	\$ 5,000.00
Slope Restoration	400	SYD	\$ 2,000.00
Contingency and Overhead			\$ 19,140.61

Total Estimated Cost: \$ 163,680.80

This estimate is valid for 60 days from receipt of program sheet and is for planning purposes only. Work performed will be performed at actual cost including fringe and overhead expenses. The Township agrees to pay for the project as outlined above. If the Township cancels the project at any time, the Township agrees to pay for any costs incurred to date.

FUNDING (BILLED AT COST)

Township Funds	\$	163,680.80
Road Commission Funds	\$	-
Total	\$	163,680.80

Township Supervisor or Liaison

Date

Van Buren County Road Commission

Date

Leading the Way for Michigan!

PROPOSAL OF COVERAGES

Public Entity Insurance
Proposal for:

South Haven Charter Township, Van Buren County

Effective Date: 8/1/2025



Presented by:

Megan West
(269) 341-9715
mwest@acrisure.com



HOW ACRISURE SERVES YOU

We specialize in Michigan public entities and understands your unique coverage needs. We are your single source for Group Benefits, Property & Liability, and Group/ Individual Retirement Planning. In addition to comprehensive coverages, we provide risk management services, employee education, onsite reviews, online enrollment, 24/& access to each employee's benefits information, and much more.

Our Property & Casualty team has over 54 years of experience in the Public Entity Insurance Business. Friendly and professional service for all your insurance needs. Below are the coverage opportunities our team has to offer.

Par Plan/ Open Property & Casualty

Broad coverage, competitive pricing, over 1300 Michigan entities with 96% retention.

CFC Cyber Insurance

Cybercrime, network security privacy, liability, system damage, business interruption and phishing scams.

Workers Compensation

Wage loss, medical treatment, rehab, death benefit and much more. Since 1912 Michigan based.

Provident: Insurance For Emergency Services

24/7 AD&D insurance, line of duty, occupational coverage and a first responder assistance program.

Additional information on any of these programs is available upon your request!

YOUR PROPERTY & CASUALTY TEAM



Jon Johnson

Ext 3163

Account Manager

jojohnson@acrisure.com



Megan West

Ext 3178

Account Manager

mwest@acrisure.com



Bobbi Pritchard

Ext 3111

Department Manager

rpritchard@acrisure.com



Kate Thomas

Ext 3122

Service Representative

kvthomas@acrisure.com



MICHIGAN TOWNSHIP PARTICIPATING PLAN

- The Michigan Township Participating Plan was formed in 1985.
- The Par Plan develops coverage programs specific to every member's needs.
 - The Par Plan is a unique and proven, member-driven system that has effectively provided affordable, tailored property and casualty coverage to Michigan public entities for many years.
- The Par Plan is a proven, historically stable program with nearly **900 Michigan Townships** and a **98% member retention rate** and a strong, long-term working relationship with its program reinsurers.
- Over **1,300 current members** already know why The Par Plan is #1 in Michigan.
- Par Plan was structured to provide more features and benefits than any other plan:
 - Non-profit Tax-exempt
 - Retain investment income
 - Stable pricing
 - Interactive website
 - Simplified application
 - Specialized loss control
 - Homogenous group

MTPP RISK REDUCTION GRANT PROGRAM

The Michigan Township Participating Plan (Par Plan) established the Risk Reduction Grant Program in 2011 to continue providing its members a concentration of expert services in the public arena. This program further allows the Par Plan to partner with members and foster cooperation in an effective risk management and loss control program.

To the extent that funds are available, the Risk Reduction Grant Program has been established to assist members in reducing specific risk exposures and to assist our members in their efforts of applying effective risk management and loss control techniques for exposures the Par Plan insures.

GRANT QUALIFICATIONS

The applicant must be a member of the Michigan Township Participating Plan. The longevity of membership will be a factor considered in the approval and the amount of grant that is issued. Since risk management and grants usually result in cost savings in future years, members with long continuous membership will be given priority.

First year Par Plan members are not eligible for funding.

GRANT SELECTION PROCESS

The proposed grant request must present an approach which may provide a unique and innovative solution in order to assist our member in their efforts of applying effective risk management and loss control techniques covered by the Par Plan program.

The impact of the grant request must be identifiable and measurable. The grant must have a positive benefit to cost ratio; the project should demonstrate a measurable and realistic outcome to an exposure(s) and must not duplicate similar efforts already undertaken by the member. The budget for the grant request must be realistic and accompanied by supporting data.

The plan of action must have a high probability of assisting or reducing the exposure(s). Statistics or other available data demonstrating the severity or extent of the exposure(s) being addressed will enhance the possibility of receiving the grant.

APPLICATION & SUBMISSION

To obtain an application visit the Michigan Township Par Plan's website at www.theParPlan.com

GRANT WINNING EXAMPLES

- Firefighter Training of Emergency Vehicle Operations
- Police Department In-Car Cameras
- Fire Vehicle Backup Cameras
- Video Surveillance Systems
- Baseball Diamond Fence Guards
- Ambulance Front Bumper Guard
- Park Bulletin Board
- Park/Playground Fall Material or resurfacing
- Police Department Taser Training
- Smoke Detector with Direct Dial in Township Hall
- Well House Video Surveillance
- Fire & Rescue Training Structure
- EMS Power Cot
- Township Hall Emergency Lighting & Exit Signs
- Employee Training or Education
- Park Bleachers
- Cemetery Signage
- Chevron Striping on Emergency Vehicles
- Media Storage / Server for Police Patrol Recordings

TMHCC RISK CONTROL SERVICE & CLAIMS



RISK CONTROL SERVICES

Provides customized loss control to a variety of Municipal Governments, including Cities, Counties, Towns, Townships and Villages. We also work closely with the different branches within these entities:

- Police & Fire Departments
- Public Works
- Parks & Recreation Programs
- Human Resources Departments

Our main objective is to assist Municipalities in reducing and/or transferring potential liability exposures. To help our members deal with these, we offer several types of risk control services:

- Risk Control site visits and subsequent report with recommendations for improvement
- Special event and hold harmless language reviews
- Resource materials
- Technical assistance
- Free Risk Control workshops and conferences

These services are provided by experienced risk control personnel who utilize proven risk control techniques and procedures. These techniques and procedures are continuously updated by conferring with TMHCC appointed counsel and HCC Public Risk Claim Service, Inc.* TMHCC Risk Control Department Representatives are available to provide risk control advice and guidance at *no additional cost* to TMHCC insureds to help them avoid, reduce and/or transfer potential liability exposures.

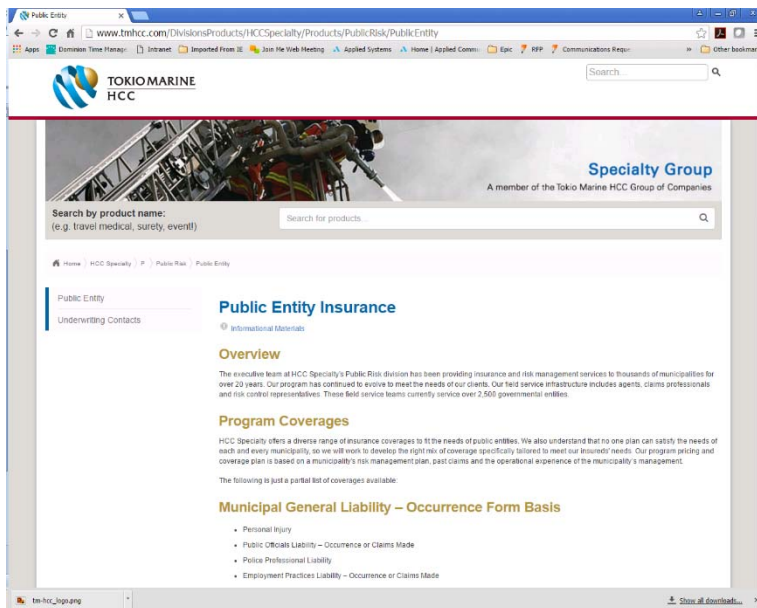
If you have any questions in regards to any of the risk control services that are provided, please contact your local TMHCC Risk Control Representative or the TMHCC Risk Control Department.

* HCC Public Risk Claim Service, Inc. is a subsidiary of TMHCC and is the claims administrator for the TMHCC program. Information regarding TMHCC and appointed counsel is on their web page at www.tmhcc.com.



Set your home page to **www.tmhcc.com** to visit The TMHCC web site, available to you 24 hours each day, 7 days each week.

Visit the site to learn about upcoming events such as annual conventions, important meetings and helpful workshops; learn about the board members who represent you; find contact information for all of the municipal coverage professionals who are eager to serve your needs.



TMHCC maintains some of the highest financial ratings available within the insurance industry:



AA-
by Standard & Poor's



AA-
by Fitch Ratings



A+
by A.M. Best Company

Service Providers



Acrisure

Customer Service
315 S. Kalamazoo Mall
Kalamazoo, MI 49007
888.748.7966



Michigan Township Participating Plan

1700 Opdyke Court
Auburn Hills, Michigan 48326
248- 371-3100



AccidentFund

200 N. Grand Avenue
PO Box 40790
Lansing, MI 48901-7990
866-206-5851



TMHCC

Risk Control Administration
1700 Opdyke Court
Auburn Hills, Michigan 48326
800.878.9878



HCC Public Risk Claim Service, Inc.

Claims Administration
1700 Opdyke Court
Auburn Hills, Michigan 48326
800.878.9878
24 Hour Telephone: 800.225.6561
publicriskclaims@tmhcc.com



CFC Underwriting Limited

85 Gracechurch Street
London EC3V 0AA
United Kingdom

Our Service Promise

We promise.

- We will promptly respond to your phone calls and emails.
- We will expedite any changes in coverage.
- We have staff on-site with expertise in the following areas:
 - Property & Casualty
 - Workers' Compensation
 - Bonds
- We will happily review your coverage at any time. We recommend review on an annual basis.
- We have the ability to review contracts or certificates you receive from other entities.
- We are willing and able to meet with you and your team to fully review coverage.

You Serve Others. We Serve You.





MICHIGAN TOWNSHIP PARTICIPATING PLAN

Quote Date: 16 June 2025
Quote for: SOUTH HAVEN CHARTER TOWNSHIP - VAN BUREN
Policy Term: 08/01/2025 - 08/01/2026
Payment Plan: Annual
Company: U.S. Specialty Insurance Company (USSIC)
The Michigan Township Participating Plan (MTPP)
Policy #: M25MTP80982-06

General Liability - Occurrence Form (USSIC)

Subject to \$2,000,000 per Occurrence / \$0 Aggregate

Subject to \$0 Deductible

Damage to Premises Rented to you \$500,000 **Subject to \$0 Deductible**

Medical Payments \$10,000

Government Medical Included

Cemetery Professional - No Coverage

Pesticide or Herbicide - No Coverage

General Liability Nose Coverage - No Coverage

Employee Benefits - Occurrence Form - Subject to \$1,000,000 per Occurrence / \$3,000,000 Aggregate

Subject to \$0 Deductible

Employee Benefits Prior Acts Coverage - No Coverage

Sewer Backup Liability - No Coverage

Cyber Liability Coverage (MTPP) - No Coverage

Liquor Liability (USSIC) - No Coverage

Special Events: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval (Additional Premium may apply)

Fireworks Liability: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval prior to binding coverage (Additional Premium will apply)

Wrongful Acts Liability - Occurrence Form (USSIC)

Subject to \$2,000,000 per Occurrence / \$0 Aggregate

Subject to \$0 Deductible - Including Loss and Loss Adjustment Expense

Please note: Wrongful Acts Deductible and Loss Adjustment Expenses Apply to EPLI.

Prior Acts Coverage - No Coverage

Non-Monetary Damage \$25,000 Per Suit / \$50,000 Per Policy Limit

Private Property Use Restriction Sublimit \$250,000 per Occurrence / \$0 Aggregate

Law Enforcement Liability (USSIC) - No Coverage

Property (USSIC)

Total Building and Contents Limit

\$3,488,746

Coinurance

N/A

Subject to:

\$1,000 Deductible

Blanket Basis

Included

Agreed Amount

Included

Building Valuation—per schedule on file with company

Replacement Cost

Special Form

Included

Accounts Receivable

\$250,000

Animal Mortality

\$10,000 any one occurrence

Quote for: SOUTH HAVEN CHARTER TOWNSHIP



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Business Income	\$500,000 any one occurrence
Extra Expense	\$500,000 any one occurrence
Debris Removal	25% of direct physical loss or damage to covered property
Electrical Utility Service Interruption	\$25,000 any one occurrence
Fire Department Service Charge	\$5,000 for your liability
Fire Equipment Recharge	\$5,000 for each separate 12 month period
Foundations of Machinery	\$250,000 any one occurrence
Golf Course Greens	\$100,000 any one occurrence
Inventory or Appraisal	\$10,000 any one claim
Newly Acquired or Constructed Prop – Bldg	\$1,000,000 for 180 days at each building
Newly Acquired or Constructed Prop – Contents	\$250,000 at each building
Outdoor Property – Specifically Listed Items	\$10,000 any one occurrence; Limited Perils
Outdoor Property – All Other Items	\$5,000 any one occurrence; Limited Perils
Personal Effects – Property of Others	\$1,000 for personal property of any one employee or volunteer
	\$50,000 any one occurrence
Property in Transit	\$15,000 any one occurrence for property of others
Property off Premises	\$50,000 any one occurrence
Underground Pipes, Flues or Drains	\$100,000 any one occurrence
Valuable Papers & Records – Cost to Research	\$1,000,000
Building Ordinance or Law	\$250,000 any one occurrence
	\$250,000 Undamaged Portion / or Demolition
	10% of reported values (Increased cost of construction)
Earthquake Coverage	\$1,000,000 subject to \$50,000 Deductible
Flood Coverage	\$100,000 subject to \$10,000 Deductible

(Any location in the following flood zones is excluded: Flood Zones A, AO, AH, A1 - A30, A99, V, V1-V30. Any area later designated by FEMA as a "special flood coverage area" at the time of a Covered Cause of Loss is also subject to this limitation. Any area removed by FEMA from a "special flood coverage area" designed at the time of a Covered Cause of Loss is not subject to this limitation.)

Equipment & Mechanical Breakdown	Included
	Subject to: \$1,000 Deductible
	Law and Ordinance Limit \$250,000

Automobile (USSIC)

Based on 0 vehicles - Schedule on file with Company
Subject to \$2,000,000 Liability Limit
Subject to \$0 Deductible
Hired and Non Owned Automobile Liability
Personal Injury Protection - No Coverage
Property Protection Insurance - Included
Mini-Tort Liability - Included
Physical Damage per schedule on file with company
Comprehensive Deductible: \$0
Collision Deductible: \$0
Hired Auto Physical Damage - No Coverage
Employee Vehicle Endorsement
Nose Coverage - No Coverage
Auto Catastrophic Coverage - No Coverage
Garage Keepers Legal - No Coverage
Impound Vehicles Coverage - No Coverage



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Inland Marine (USSIC)

Subject to \$1,000 Deductible

Scheduled Equipment – Per Schedule on file with company	\$27,500
Valuation: Replacement Cost Valuation - per schedule on file	
Misc. Property & Equipment	\$6,000
Valuation: Replacement Cost	
Ancillary Equipment (Fire Department)	No Coverage
Valuation: Replacement Cost	
Contractors Equipment Rented from Others	\$0
less than 90 days	
Aircraft Non-Operating Shell	No Coverage
Total Limit:	\$33,500

EDP (USSIC)

Total Limit	\$100,000
Subject to \$1,000 Deductible	
System Breakdown Coverage	Included
Loss of Business Income	\$100,000
Extra Expense	\$100,000
Media Coverage	\$100,000

Crime (USSIC)

Coverage Form B, C & F Subject to: \$0 Deductible

B. Forgery or Alteration	\$10,000
C. Theft, Disappearance and Destruction In/Out	\$100,000
Tax Time Limit	No Coverage
F. Computer Fraud	\$100,000

Coverage Form O & P Subject to: \$0 Deductible

O. Employee Dishonesty – Per Loss	\$100,000
P. Employee Dishonesty – Per Employee	No Coverage
Includes Faithful Performance	

Terrorism

INCLUDED

USSIC Sub Total Premium:

\$10,707.00

MTPP Cyber Sub Total Premium:

\$.00

Total Annual Package Premium:

\$10,707.00



MICHIGAN TOWNSHIP PARTICIPATING PLAN

- **Note: Terrorism can be Declined**
- **Note: Optional quoted premiums are not included in installment plan premiums.**
- **Note: Mold, Fungi & Bacterial Exclusion Included**
- **Note: Perfluorinated Compounds (PFC)/Per-and Polyfluoroalkyl Substances (PFAS) Total Exclusion Included**
- **Note: Accounts cannot be brokered**
- **Note: All SIR's Include Loss, Loss Adjustment Expense and Supplementary Payments**
- **Note: Failure of any Dam, Levee or Dike Exclusion Included**

Limited Terrorism coverage and pricing subject to the Terrorism Risk Insurance Act as reauthorized in 2019.

TRIA DOES NOT APPLY TO AUTO LIABILITY, AUTO PHYSICAL DAMAGE, CRIME, EMPLOYEE BENEFITS,
PUBLIC OFFICIALS WRONGFUL ACTS LIABILITY OR LAW ENFORCEMENT

Please Note: TRIA Premium is included in the above package premium

You selected \$0 PIP medical coverage for the expiring policy period. Therefore, we have included a quotation with that same amount of PIP medical coverage for the renewal period. Your signed PIP selection form, if applicable, will remain in effect as long as you are insured by this company or until you change this selection by completing and signing a new selection form. If you would like to change your selection of PIP medical coverage, or if you would like to know more about these coverage options available to you, please advise your agent.

Special Conditions:

NOTE: The following forms need to be signed and returned prior to binding coverage:

- ~ Application Declaration
- ~ Terrorism Form
- ~ Michigan Choice of Bodily Injury Liability Coverage Limits
- ~ Michigan Selection of Personal Injury Protection (PIP) Medical Coverage

As indicated herein, this quote remains valid until **08/01/2025** and cannot be amended or altered without express written consent of TMHCC. Also, please be aware that any required subjectivities must be received, reviewed, and approved, prior to binding this risk.

Quote for: SOUTH HAVEN CHARTER TOWNSHIP



Property Schedule Information

Loc.# Bldg #	FacLoc # Within 50ft	Address City, State, Zip, County Addl Description	Year Built SQ Feet	Building Contents	Remove from Blanket/Agreed	Valuation Prop Boiler	POK BF Code	BC Sprinkler	Spec Ded
1	N/A	09761 BLUE STAR HWY (TWP	1970	\$3,424,680	No	R	10	4	N/A
1	No	HALL) South Haven, MI 49090	12,080	\$64,066		R	100	No	

Client Name: SOUTH HAVEN CHARTER TOWNSHIP
Application #: 3392752070801
Michigan Township Participating Plan



Inland Marine Coverage

#	Serial Number Dept.	Year:	Make: Type:	Model: Actual / Replacement:	Limit:	Spec Ded:
2	General Administrative		OPTECH VOTING Commercial Articles	MACHINE R	\$5,000	N/A
3	General Administrative		ACCUVOTE Commercial Articles	VOTING MACHINE R	\$7,500	N/A
4	General Administrative		OPTECH VOTING Commercial Articles	MACHINE R	\$5,000	N/A
5	General Administrative		CHAIN LINK FENCING Commercial Articles	@ LAKE R	\$10,000	N/A

Total Items:	4	Schedule Sub Total:	\$27,500
	Miscellaneous Property and Equipment:	\$6,000	
	Ancillary Equipment (Fire Department):	\$0	
	Contractor's Equipment Rented From Others Limit:	\$0	
	Sub Total:	\$6,000	
		Total:	\$33,500

Client Name: SOUTH HAVEN CHARTER TOWNSHIP
Application #: 3392752070801
Michigan Township Participating Plan



Canine Schedule

Name	Tattoo:	Description:	Year Born:	Value:
			0	\$0

Total Value: \$0

Electronic Data Processing Coverage Information

EDP Coverage: Yes

EDP Deductible:

OR SIR:

Deductible: Yes
Amount: \$1,000

SIR: No
Amount: \$0
Aggregate Limit: \$0

Loss of Business Income Limit: \$100,000

Extra Expense: \$100,000

Media Coverage: \$100,000

System Breakdown: Yes

Electronic Data Processing Coverage Information

###	Serial Number:	Description:	Coverage:
1.		EDP BLANKET	\$100,000

Total Items:	1	Total Coverage:	\$100,000
--------------	---	-----------------	-----------

Client Name: SOUTH HAVEN CHARTER TOWNSHIP
Application #: 3392752070801
Michigan Township Participating Plan

Premium Summary

South Haven Charter Township, Van Buren County

General Liability	Included
Employee Benefits Liability	Included
Wrongful Acts Liability	Included
Property	Included
Automobile	Included
Inland Marine	Included
EDP	Included
Crime	Included
Terrorism	Included
Total MTPP Premium:	\$10,707.00

Cyber Liability, Earth Movement and Flood Coverage Quotes are available upon your written request.

****NOTICE**

This proposal is an overview of coverage and is merely descriptive and should be used for reference purposes only. Please refer to the coverage document for specific terms, conditions, and exclusions. Any questions should be referred to your independent insurance agent.

Additional Forms Required

South Haven Charter Township, Van Buren County

Additional forms to be signed and returned

- Bind Request
- Policyholder Disclosure Notice of Terrorism Insurance Coverage Form

****Please Note—if these forms are not returned, it will delay the issuance of your policy.****

Mail to:

Please send payment to:

Acrisure Great Lakes Partners Insurance Services, LLC
315 South Kalamazoo Mall
Kalamazoo, MI 49007

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

JUNE 18, 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, June 18, 2025.

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

BOARD MEMBERS PRESENT:

Brent Nichols-Chair
Jon Woodhams, Geneva Township, Vice Chair
Mary Hosley, City of South Haven
Jim Sankofski, Casco Township
Todd Jensen, South Haven Township
Mike Gillian, Covert Township
Ross Woodhams, alternate for City of South Haven

BOARD MEMBERS ABSENT:

Fred Bower, alternate for Covert Township
Julian Allen, Covert Township

- I. **Agenda:** Jon Woodhams motioned to approve the agenda for the June 18, 2025, Airport Board Meeting. Todd Jensen seconded this motion. **All voted in favor. The motion to approve the agenda carries. YEA 6 / NA 0**

II. Public Comments: NONE

Mary Hosley motioned to approve the consent agenda, and Jon Woodhams seconded this motion:

Consent Agenda:

Expenses from:

- MAY 2025 Totaling: \$11,523.97
- Manager's report dated: June 18, 2025
- Minutes of MAY 21, 2024

A roll call vote to approve the consent agenda was taken and **all voted in favor. The motion carries. YEA 6 / NA 0**

III. **Committee Reports:** NONE

IV. **Old Business:** Chairman Brent Nichols and Vice Chairman Jon Woodhams discussed potential next steps regarding the City of Bangor's involvement. As Bangor remains a member of the South Haven Area Regional Airport Authority, Chairman Nichols will follow up with legal counsel to determine whether any formal communication has occurred with the Bangor City Council.

Airport Manager John Carlson brought to the Board's attention that the cost for the tethered Hot Air Balloon for the annual Fly-In has increased over the last few years. After discussion, it was determined that Assistant Manager Dan Sanborn will evaluate the contract for 2025 and ensure the cost hasn't increased once more. If the cost has increased from \$4,275.00, the discussion will continue and finalize at the July meeting.

V. **New Business:** With the assistance of Engineering Consultants Mead & Hunt (via phone), Assistant Manager Dan Sanborn presented the design contract for professional engineering services regarding the Runway 5/23 Pavement Evaluation. Todd Jensen motioned to accept the contract for professional engineering services regarding the Runway 5/23 Pavement Evaluation with Mead & Hunt and subcontractor GeoTran, for the amount of \$50,273.01. Brent Nichols seconded this motion. **All voted in favor. The motion carries and the contract was executed.**
YEA 6 / NA 0

Assistant Manager Dan Sanborn presented a proposal from Waste Recovery Systems for culvert cleaning for a culvert that runs under the maintenance building driveway. Van Buren County Road Commission recommended this culvert be cleaned out when they were on the property maintaining ditches. Mary Hosley made a motion to accept the proposal for culvert cleaning from Waste Recovery Systems for the amount of \$2,530.00 with the understanding that Assistant Manager Dan Sanborn will review the proposal terms and ensure there are fail safes in place if the pipe is damaged from the cleaning. Todd Jensen seconded this motion. **All voted in favor. The motion carries.** **YEA 6 / NA 0**

IV. **Member Comments:** Election of Board Officers-July meeting. 7/16/2025

Todd Jensen moved to adjourn the meeting Jon Woodhams seconded this motion. The meeting was adjourned at: 8:19pm

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
Mike Gillian, Covert Township

Julian Allen, Covert Township
Jim Sankofski, Casco Township
Fred Bower, alternate for Covert 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
6/5/2025	SHB25036	76319 11th Ave	\$10,950.00	\$173.00	Lannin	Re-Roof/Dormer & Siding
6/6/2025	SHB25037	74062 Lambert Dr	\$64,215.00	\$332.00	Sweet	Extend Sunroom
6/12/2025	SHB25038	73347 Cider Ct	\$24,000.00	\$212.00	Courtot	Deck
6/12/2025	SHB25039	07725 M-43 Hwy	\$50,000.00	\$290.00	Volkers	Accessory Building
Building Totals			\$149,165.00	\$1,007.00		

Electrical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
6/18/2025	SHE25055	76583 Evergreen Bluff Dr		\$190.00	Knytychs	
6/19/2025	SHE25056	1223 Phoenix St		\$120.00	Bear Claw Coffee	
6/18/2025	SHE25057	17652 Blue Star Hwy		\$105.00	Gilbert	
6/18/2025	SHE25058	16565 77th St		\$305.00	Ronald M Hem FB	Addition/Remodel
6/18/2025	SHE25059	12374 Lakebridge Ln		\$150.00	Bower	
6/16/2025	SHE25060	72901 Baseline Rd		\$125.00	Overhiser	
6/25/2025	SHE25061	74321 Lambert Dr		\$180.00	Hoag	Addition
6/27/2025	SHE25063	14805 Crestview Ct		\$337.00	Cottage Home	New Res w/ Att Garage
6/27/2025	SHE25064	76831 Wood Crest Ct		\$353.00	Cottage Home	New Res w/ Att Garage
Electrical Totals				\$1,865.00		

Mechanical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
6/5/2025	SHM25033	75394 12th Ave		\$120.00	Sennerikuppam	
6/10/2025	SHM25034	73195 Cider Ct		\$115.00	Cagle	
6/13/2025	SHM25035	74764 24th Ave		\$130.00	Whiteford	
6/13/2025	SHM25036	70705 16th Ave		\$130.00	Filbrandt	
6/13/2025	SHM25037	72710 Lighthouse Blvd		\$1,090.00	U-Haul International	Main Office/Storage Bldg
6/20/2025	SHM25038	16565 77th St		\$204.00	Ronald M Hem FB	Addition/Remodel
6/20/2025	SHM25039	17652 Blue Star Hwy		\$130.00	Gilbert	
6/26/2025	SHM25040	05245 Anchor Dr		\$130.00	Badley	
6/26/2025	SHM25041	05375 Parkview Ln		\$115.00	Whiteford	
Mechanical Totals				\$2,164.00		
Mechanical Totals			\$149,165.00	\$5,036.00	\$503.60	

JOURNAL REPORT FOR SOUTH HAVEN CHARTER TWP

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/08/2025	CD	ASSESSING SOLUTIONS 53710 PULVER ROAD THREE RIVERS, MI 49093		GEN 32102 to 00148		
			101-000-202.000	ACCOUNTS PAYABLE	4,375.00	
			101-000-001.000	CASH CHECKING-STURGIS		4,375.00
					<u>4,375.00</u>	<u>4,375.00</u>
07/08/2025	CD	D.L. GALLIVAN OFFICE SOLUTIONS 1424 W. CENTRE AVE. PORTAGE, MI 49002		GEN 32103 to 0018		
			101-000-202.000	ACCOUNTS PAYABLE	115.46	
			101-000-001.000	CASH CHECKING-STURGIS		115.46
					<u>115.46</u>	<u>115.46</u>
07/08/2025	CD	DAVID WIATROWSKI 13517 BLUE STAR HIGHWAY SOUTH HAVEN, MI 49090		GEN 32104 to 0019		
			101-000-202.000	ACCOUNTS PAYABLE	546.16	
			101-000-001.000	CASH CHECKING-STURGIS		546.16
					<u>546.16</u>	<u>546.16</u>
07/08/2025	CD	FOSTER, SWIFT, COLLINS & SMITH, P.C. 313 SOUTH WASHINGTON SQUARE LANSING, MI 48933		GEN 32105 to 0026		
			101-000-202.000	ACCOUNTS PAYABLE	1,175.00	
			101-000-001.000	CASH CHECKING-STURGIS		1,175.00
					<u>1,175.00</u>	<u>1,175.00</u>
07/08/2025	CD	HERALD-PALLADIUM C/O PAXTON MEDIA GROUP PO BOX 1200 PADUCAH, KY 42002		GEN 32106 to 00120		
			101-000-202.000	ACCOUNTS PAYABLE	218.25	
			101-000-001.000	CASH CHECKING-STURGIS		218.25
					<u>218.25</u>	<u>218.25</u>
07/08/2025	CD	KCI 3901 EAST PARIS SE GRAND RAPIDS, MI 49512		GEN 32107 to 00122		
			101-000-202.000	ACCOUNTS PAYABLE	807.37	
			101-000-001.000	CASH CHECKING-STURGIS		807.37
					<u>807.37</u>	<u>807.37</u>
07/08/2025	CD	MORENO AND SONS INC 1210 PHOENIX STREET SUITE 4 SOUTH HAVEN, MI 49090		GEN 32108 to 00154		
			101-000-202.000	ACCOUNTS PAYABLE	1,146.00	
			101-000-001.000	CASH CHECKING-STURGIS		1,146.00
					<u>1,146.00</u>	<u>1,146.00</u>
07/08/2025	CD	POSTMASTER NO CONVERTED ADDRESS		GEN 32109 to 0060		
			101-000-202.000	ACCOUNTS PAYABLE	1,796.00	
			101-000-001.000	CASH CHECKING-STURGIS		1,796.00
					<u>1,796.00</u>	<u>1,796.00</u>
07/08/2025	CD	QUILL CORPORATION PO BOX 37600 PHILADELPHIA, PA 19101-0600		GEN 32110 to 0061		
			101-000-202.000	ACCOUNTS PAYABLE	194.78	
			101-000-001.000	CASH CHECKING-STURGIS		194.78
					<u>194.78</u>	<u>194.78</u>
07/08/2025	CD	ROBERTA A OTTO, CPA, PLC 237 BROADWAY ST., STE. 4 SOUTH HAVEN, MI 49090		GEN 32111 to 0064		
			101-000-202.000	ACCOUNTS PAYABLE	340.00	
			101-000-001.000	CASH CHECKING-STURGIS		340.00
					<u>340.00</u>	<u>340.00</u>
07/08/2025	CD	SEPTIC TANK SYSTEMS CO. INC. 5946 124 TH AVE FENNIVILLE, MI 49408		GEN 32112 to 0065		
			101-000-202.000	ACCOUNTS PAYABLE	450.00	
			101-000-001.000	CASH CHECKING-STURGIS		450.00
					<u>450.00</u>	<u>450.00</u>
07/08/2025	CD	SIEGFRIED CRANDALL PC 5220 LOVERS LANE SUITE 130 PORTAGE, MI 49002		GEN 32113 to 0067		
			101-000-202.000	ACCOUNTS PAYABLE	280.00	
			101-000-001.000	CASH CHECKING-STURGIS		280.00
					<u>280.00</u>	<u>280.00</u>

JOURNAL REPORT FOR SOUTH HAVEN CHARTER TWP

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/08/2025	CD	STEIN, DANIEL 11931 CR 689 SOUTH HAVEN, MI 49090		GEN 32114 to 00155		
			101-000-202.000	ACCOUNTS PAYABLE	975.00	
			101-000-001.000	CASH CHECKING-STURGIS		975.00
					<u>975.00</u>	<u>975.00</u>
07/08/2025	CD	TERRY'S EXCAVATING 61938 CR 380 BANGOR, MI 49013		GEN 32115 to 00121		
			101-000-202.000	ACCOUNTS PAYABLE	6,400.52	
			101-000-001.000	CASH CHECKING-STURGIS		6,400.52
					<u>6,400.52</u>	<u>6,400.52</u>
07/08/2025	CD	VAN BUREN COUNTY ROAD COMMISSION PO BOX 156 LAWRENCE, MI 49064		GEN 32116 to 0093		
			101-000-202.000	ACCOUNTS PAYABLE	169,923.98	
			101-000-001.000	CASH CHECKING-STURGIS		169,923.98
					<u>169,923.98</u>	<u>169,923.98</u>
07/08/2025	CD	VAN BUREN COUNTY 219 E. PAW PAW ST SUITE 302 PAW PAW, MI 49079		GEN 32117 to 0096		
			101-000-202.000	ACCOUNTS PAYABLE	4,387.50	
			101-000-001.000	CASH CHECKING-STURGIS		4,387.50
					<u>4,387.50</u>	<u>4,387.50</u>
07/08/2025	CD	VERIZON BUSINESS PO BOX 489 NEWARK, NJ 07101		GEN 32118 to 00157		
			101-000-202.000	ACCOUNTS PAYABLE	20.02	
			101-000-001.000	CASH CHECKING-STURGIS		20.02
					<u>20.02</u>	<u>20.02</u>
Report Total:						
TOTALS:						
			101-000-001.000	CASH CHECKING-STURGIS		193,151.04
			101-000-202.000	ACCOUNTS PAYABLE	193,151.04	
GRAND TOTAL:					<u>193,151.04</u>	<u>193,151.04</u>

Actual

Estimated

1.) City of SH Electric
\$ 200.00

2.) City of SH IT
\$ 1,237.72

3.) City of SH Police
\$ 22,897.81

4.) Mi GAS
\$ 200.00

5.) M & Twp Serv
\$ 6,916.90
\$ 33,252.43

Total
for July 2025

\$ 226,403.47



MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS

ADA INFRASTRUCTURE GRANT GUIDELINES

Purpose:

The ADA Infrastructure Grant Program is designed to help local municipal clerks improve accessibility at election precincts and/or early vote sites to ensure compliance with the **Americans with Disabilities Act (ADA)**. Local municipal clerks may apply for **up to \$10,000** in grant funds to support the installation or renovation of infrastructure that enhances accessibility.

1. Eligibility

To be eligible for this grant:

- The applicant must be a **local municipal clerk** responsible for administering elections and a member of **Michigan Association of Municipal Clerks (MAMC)**.
 - The jurisdiction must propose an ADA-related **infrastructure improvement project** that benefits one or more **precinct or early vote sites**.
 - The **total grant amount** for each jurisdiction **cannot exceed \$10,000**, regardless of the number of precincts or early vote sites being served.
 - The project must adhere to **ADA compliance** standards.
-

2. Funding Availability

- **Maximum grant amount: \$10,000 total per jurisdiction** (not per precinct).
 - **Upfront grant disbursement:** Funds can be awarded **before the project begins**. The jurisdiction will receive the full grant amount upon award.
 - Funds will be distributed **in a lump sum**.
-

3. Application Requirements

- **Completed Application Form**

- **Project Description:** Detailed description of the ADA infrastructure improvements.
 - **Total Estimated Project Cost:** Breakdown of the requested grant amount.
 - **Certification:** Applicant adhered to the following and will maintain such records during the grant in accordance with Michigan Records Retention Schedules:
 - Followed **local purchasing policies**.
 - **Two (2) quotes** from contractors or vendors for the proposed work or products **exceeding \$5,000**. Must indicate vendor preference in project description.
 - That the location being improved is going to remain a polling location for at least the next two general election cycles.
 - **Project Timeline:** Indicate when the work will begin and when it will be completed. Project must begin immediately after funds are received.
-

4. Reporting Requirements

- **Proof of Project Completion:** The jurisdiction must submit photo(s) proving the funds were used for the ADA improvements within **120 days** of receiving the grant.
 - Photos must be named with municipality and project name
 - Example: AnnArborCity_ADARamp.jpg
 - The **120-day period** for expenditure begins when the grant funds are disbursed, and the jurisdiction must demonstrate that the funds were spent within that period, even if the project itself takes longer to complete.
-

5. Submission and Award Process

- Submit the online grant application form.
 - Applications will be accepted until all grant funds are awarded.
 - Applicants will be notified via email of grant award.
-

6. Contact Information

For questions or assistance, contact:
Dan Leaman, Grant Program Administrator
Phone: 517.372.6262
Email: info@michiganclerks.org



Van Buren Conservation District

June 2025 Program Update

Submitted by Emily Hickmott, Executive Director

I hope you've found ways to stay cool in these high temps! As a reminder, all are invited to our Annual Meeting & Director Election. This year, the Liberty Hyde Bailey Museum will be hosting us on Wednesday, July 23 at 5:30 PM (optional 5:00 PM tour). We will give out a couple of awards and celebrate conservation successes while enjoying a locally-sourced dinner. We encourage you to RSVP here:

<https://vanburencd.org/2025-annual-meeting/>

Thank you for your help the last several months in getting the word out about our Conservation Needs Assessment survey! We are now analyzing those survey results to help us set our top five priorities for the next five years. We anticipate having more to share about this in the coming months. Despite the official survey period closing, we want to hear from Van Buren County anytime. You can call us, email us, stop in, or fill out the survey anytime. Contact information is available at VanBurenCD.org/about and the survey can be found at VanBurenCD.org/input. We serve you best when we know what your needs are! Help us understand what's unique about your smaller community within Van Buren County.

Upcoming Events:

- Independence Day | Friday, July 4 | office closed in observance
- Recycling Lunch & Learns – two opportunities! RSVP encouraged 269-633-9314
 - Tuesday, July 1 | 11:45 AM – 1:15 PM | Lions Park Pavillion – Mill Race Road, Bangor |
 - Wednesday, July 2 | 11:45 AM – 1:15 PM | City of Gobles Park Pavillion – S State St., Gobles
 - Open to all ages, get your recycling questions answered!
- Recycling Power Hours – drop off your recycling at newly-improved stations and ask Kalli your recycling questions!
 - Tuesday, July 8 | 1:30 PM – 4:30 PM | Bloomingdale Transfer Station – Rocky Road
 - Friday, July 11 | 1:00 PM – 4:00 PM | Paw Paw Transfer Station – Red Arrow Hwy
 - Saturday, July 12 | 10:00 AM – 1:00 PM | Arlington Transfer Station – 26th Ave., Bangor
- VBCD Regular Board Meeting | Wednesday, July 23 | 10:00 AM | USDA Service Center – 1035 E Michigan Ave., Paw Paw
- Van Buren Conservation District (VBCD) Annual Meeting & Director Election | Wednesday, July 23 | 5:30 PM – 7:00 PM | Liberty Hyde Bailey Museum – 903 S Bailey Ave., South Haven | open to all, RSVP encouraged 269-657-4030 x5
- [Recycle Roundup Collection Event](#) | Saturday, August 2 | 9:00 AM – 2:00 PM | 1199 8th Ave., South Haven | household hazardous waste, oil paints, foam, electronics, passenger & semi tires | open to all Van Buren County

EGLE Seeking Municipal Input On Stormwater Management: The Michigan Department of Environment, Great Lakes, and Energy's (EGLE) is raising awareness on how the program can be used to finance stormwater infrastructure projects across the state. EGLE is also seeking to understand what stormwater infrastructure projects communities are prioritizing so we can best support these needs. Complete this survey if you represent a municipality, planning agency, watershed management agency, or drain commissioner: <https://survey123.arcgis.com/share/4f006e4ddff3497bbc7e190ec23b5195?width=800>



Van Buren Conservation District

June 2025 Program Update

Submitted by Emily Hickmott, Executive Director

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller and Colleen Forestieri*) – The Van Buren Conservation District Water Quality team was recently awarded a grant in partnership with Michigan State University. The Agricultural Resiliency Program (a partnership between the Plant Coalition, the Michigan Department of Agriculture and Rural Development, and MSU) addresses long-term agriculture challenges related to water and extreme weather. VBCD staff will recruit farms to place water quality monitoring stations at the edges of their fields. These stations will collect real-time water quality data to help researchers develop leading-edge tools to prevent nutrient loss and quantify socioeconomic benefits of conservation practices.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area) Team** (*Abbie Bristol, Alex Florian, Jena Johnson*) – May is the official start to the field season! The seasonal crew members have joined the team, and the Strike Team hit the ground running with hydrilla and spotted lanternfly surveys, preparing for pesticide applicator exams, and pulling invasive species. The team and volunteers pulled a total of 480 pounds of garlic mustard and Dame's rocket! Once the Strike Team was equipped with the knowledge and resources to find high priority invasive species of Southwest Michigan, Abbie and Alex continued developing future strategies and projects for the CISMA Team.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) – Michigan Envirothon's State competition went very well despite a risk of tornado the evening before competition day. Training on Regen Ag protocols has ended, and the technician is now working on scheduling visits for that work to get done. Verifications continued with the Michigan Department of Agriculture & Rural Development (MDARD) with more on the way in July. The Equipment Rental Program has been going well. The two technicians are communicating well to ensure renters get the equipment picked up and returned when they need and that it is in good shape between rentals.
- **National Association of Conservation Districts (NRCS) Technical Assistance** (*Lucas Hartman, Gabriel Francisco*) – This month, Gabriel and Lucas were busy supporting the farmers of Van Buren County as the spring weather warmed up. From visiting forests after the powerful storms, to assessing pastures as the new spring growth takes hold, we saw a lot of the county this past month. We closed out this month with being notified that we received a small grant for our annual grazing day to the sum of \$1000 from Farm Bureau.
- **Outreach** (*Jacob Diljak*) – Events and summer programs kicked off! Recycling collections have started and we are promoting our year-round services. Stay up-to-date with recycling, events, resources, and more by subscribing to our newsletter on our website: VanBurenCD.org
- **Resource Recovery & Recycling** (*Kalli Marshall, Jacob Diljak*) – In May, we officially started the collection season. We opened ten year-round tire recycling locations at the start of the month in partnership with our transfer stations. The month was full of planning for educational events and various outreach. Mid month we held the Hartford Passenger T& Semi Tire and Electronics (PSTE) collection event and took in lots of electronics and tires from the community. The month concluded with the onboarding into the Michigan Nextcycle Technical Assistance Program.