



## **Georgetown Charter Township**

1515 Baldwin St., Jenison, MI 49428

### **Services Committee Meeting Agenda**

**March 8, 2018, 4:00 p.m.**

1. Call To Order
2. Roll Call
3. Approval Of The Minutes Of The Previous Meeting
4. Review Policy 2009-02, Snowplowing Of Sidewalks By The Township

Documents:

POLICY 2009-02.PDF

5. Discuss The Website
6. Discuss Copier Need At Library
7. Discuss Library Grant Request

Documents:

LIB OF MI GRANT PROGRAM 2018.PDF

8. Discuss Meet Up And Eat Up
9. Senior Transportation Van Request Modification

Documents:

WHEELCHAIR VAN PROPOSAL.PDF

10. Communications, Letters And Reports

- 10.I. Email From Ed Lehmann

Documents:

EMAIL LEHMANN.PDF

11. Public Comments
12. Other Business
13. Adjournment



**Policy 2009-02**  
**Georgetown Charter Township**  
**Snowplowing of Sidewalks by the Township**  
**Adopted August 24, 2009 with motion #090824-09**

**STATEMENT OF POLICY:**

It is the policy of Georgetown Charter Township to snowplow sidewalks adjacent to certain streets as designated by the Georgetown Township Board as listed in this policy adopted by the Township Board on August 24, 2009.

**IMPLEMENTATION**

The list of sidewalks to be snowplowed may be amended from time to time by Township Board resolution.

**CRITERIA**

The sidewalks adjacent to the following streets are to be plowed by Georgetown Charter Township as stated in this policy:

- Baldwin St (from 48<sup>th</sup> Ave to Cottonwood Dr)
- Bauer Rd (from 24<sup>th</sup> Ave to 20<sup>th</sup> Ave and Meadowbrook Dr to Cottonwood Dr)
- Cottonwood Dr (from Bauer Rd to Baldwin St)
- Port Sheldon St (from 40<sup>th</sup> Ave to Center Industrial Dr and 14<sup>th</sup> Ave to 8<sup>th</sup> Ave)
- Rosewood St (from Rolling Hills Dr to Chicago Dr)
- 12<sup>th</sup> Ave (from Baldwin St to Port Sheldon St)
- 14<sup>th</sup> Ave (from Port Sheldon St to Carol Dr)
- 20<sup>th</sup> Ave (from Bauer Rd to Rosewood St)
- 28<sup>th</sup> Ave (from Baldwin St to Port Sheldon St)
- 40<sup>th</sup> Ave (from Baldwin St to Blair St)

**RESERVATION**

Although the Township may snowplow certain sidewalks, this policy **IN NO WAY** relieves the occupant or owner of any lot or premises adjoining any street within Georgetown Township of the responsibility to clear all ice and snow from sidewalks adjoining any street as stipulated in Sec. 10-220 of the Georgetown Township Code of Ordinances.

**Georgetown Township Code of Ordinances:**

**Sec. 10-220. Sidewalks to be cleared.**

The occupant of every lot or premises adjoining any street, or the owner of such lot or premises, if the same are not occupied, shall clear all ice and snow from sidewalks adjoining any street, or the owner of such lot or premises, if the same are not occupied, shall clear all ice and snow from sidewalks adjoining such lot or premises within the time herein required. When any snow or ice shall cease to fall during the daylight hours, such snow or ice shall be cleared from the sidewalks within 24 hours after such cessation. When a fall or snow or ice shall have ceased during the nighttime, it shall be cleared from sidewalks by 6:00 p.m. of the day following.

**Library of Michigan Grant Program – 2018**

**CIPA INTERNET SAFETY CERTIFICATION FOR APPLICANT**

- PUBLIC LIBRARIES

As the duly authorized representative of the applicant library, I hereby certify that:  
(select one)

A. The applicant public library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.

B. The requirements of Section 9134(f)(1) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public elementary school or secondary school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

\_\_\_\_\_  
Signature of Authorized Representative

Robert Bristow

\_\_\_\_\_  
Printed Name of Authorized Representative

Library Director

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Date

Georgetown Township Public Library  
\_\_\_\_\_  
Name of Applicant Library/Program

## Library of Michigan Grant Program – 2018

### BOARD RESOLUTION STATEMENT OF ASSURANCES

This Statement of Assurances is entered into \_\_\_\_\_ [Date], by the Georgetown Township Public Library [Applicant Name], on behalf of the Library of Michigan (LM). The Georgetown Township Public Library [Applicant Name] agrees to comply with the statutes, rules, regulations, and executive orders provided below to be eligible for receipt of federal assistance pursuant to the Library Services and Technology Act (LSTA), 20 U.S.C. § 9121 *et seq.*, contract/grants program administered by LM.

*\* NOTE: Some of the statutes listed below may not be applicable to your project or program. If you have questions, please contact the awarding agency. If additional assurances are required by the federal awarding agencies notification shall be provided.*

The duly authorized representative Robert Bristow [Representative Name], of the applicant named above, certifies the following:

#### DEBARMENT AND SUSPENSION

The contractor shall comply with 2 CFR Part 3185. The undersigned, on behalf of the contractor, certifies to the best of his or her knowledge and belief that neither the contractor nor any of its principals:

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in 2 CFR section 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses listed in 2 CFR section 180.800(a); or
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the contractor is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

The contractor, as a party to a first-tier procurement contract, is required to comply with 2 CFR Part 180 Subpart C (Responsibilities of Participants Regarding Transactions Doing Business With Other Persons) as a condition of participation in contract.

#### DRUG-FREE WORKPLACE REQUIREMENTS

The contractor must comply with drug-free workplace requirements in subpart B of 2 C.F.R. part 3186, which adopts the Government-wide implementation (2 C.F.R. part 182) of sections 5152-5158 of the

Drug-Free Workplace Act of 1988 (P. L. 100-690, Title V, Subtitle D; 41 U.S.C. §§ 701-707).

The undersigned, on behalf of the contractor, certifies that the contractor will or will continue to provide a drug-free workplace by taking actions such as, but not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for the contractor's employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace; and identifying all known workplaces under its Federal awards.

## **LOBBYING**

As required by Section 1352, Title 31 of the United States Code, and implemented for persons entering into a grant or cooperative agreement over \$100,000, the contractor certifies to the best of his or her knowledge and belief that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of a cooperative agreement, or the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than appropriated Federal funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant or contractor) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall request, complete, and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

## **FEDERAL DEBT STATUS**

The contractor certifies to the best of his or her knowledge and belief that the contractor is not delinquent in the repayment of any Federal debt.

## **ASSURANCES - NON-CONSTRUCTION PROGRAMS**

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the Organizational, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis- Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) Organization of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the

Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

### **Trafficking in Persons**

#### *a. Provisions applicable to a recipient that is a private entity.*

1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not:
  - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
  - ii. Procure a commercial sex act during the period of time that the award is in effect; or
  - iii. Use forced labor in the performance of the award or subawards under the award.
2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity:
  - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
  - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either:
    - A. Associated with performance under this award; or
    - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 C.F.R. part 3185.

#### *b. Provision applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity:*

1. Is determined to have violated an applicable prohibition in paragraph a.1 of this



award term; or

2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either:

- i. Associated with performance under this award; or
- ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 C.F.R. part 3185.

*c. Provisions applicable to any recipient.*

1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.

2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:

- i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
- ii. Is in addition to all other remedies for noncompliance that are available to us under this award.

3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.

*d. Definitions. For purposes of this award term:*

1. "Employee" means either:

- i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
- ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

3. "Private entity":

- i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 C.F.R. part 175.25.
- ii. Includes:
  - A. A nonprofit organization, including any nonprofit Organization of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 C.F.R. part 175.25(b).
  - B. A for-profit organization.

4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).

The Applicant agrees that compliance with this Statement of Assurance constitutes a condition of continued receipt of federal financial assistance, and that it is binding upon the Applicant, its successors, transferees, and assignees for the period during which such assistance is provided.

The Applicant understands that expenses for the approved project that are not covered by the LSTA award will be the responsibility of the Applicant Agency.

**If one person holds more than one of the positions below, they must sign for each position.**

**All *four* signatures must be present and be original signatures- signature stamps and copies of signatures will NOT be accepted.**

James Wierenga, Supervisor		
Board Chairperson Name [ <i>Type</i> ]	Signature	Date
Robert Bristow, Library Director		
Authorized Official Name [ <i>Type</i> ]	Signature	Date
Kaelyn Christian, Youth Services Librarian		
Grant Administrator Name [ <i>Type</i> ]	Signature	Date
Robert Bristow, Library Director		
Fiscal Agent Name [ <i>Type</i> ]	Signature	Date

# Wheelchair Van Proposal

## For GT Connections ~ Transportation

This proposal is in regards to changing the approval for a six passenger van to an approval of a six passenger *wheelchair* van.

The Transportation Team at GT Connections continually evaluates the needs of our clients as well as ways to make our transportation services cost effective and fiscally responsible. With these two main objectives in mind, it has become clear that a wheelchair van would be very beneficial. Some examples:

- If we have two wheelchair vans, we can transport two clients with appointments, but in opposite directions, at the same time.
- Currently, drivers are switching vans throughout the day to accommodate clients in wheelchairs. If we have two vans, we would save drivers the “switch time” and the gas used to make the switches.
- Using vans with a wheelchair ramp are more efficient and cost effective vs. a bus.
- Having another wheelchair van would allow our buses to be reserved for large trips and groups; thus reducing wear and tear and the more expensive repairs that a bus inherently incurs.

Along with the above mentioned reasons, we are also seeing a trend with our clients: They are more often now, requesting they be transported in a van. They cite a smoother ride and feeling more comfortable, especially if they are not feeling well.

Although the grant request would be a bit higher than if it were for a regular van, the efficiency and cost saving benefit a wheelchair van would bring to the transportation program, along with satisfied township residents, points to this proposal as one that makes sense all around.

*Pam Haverdintz*  
Director

**From:** Ed [<mailto:Ed@grar.com>]  
**Sent:** Monday, February 26, 2018 2:43 PM  
**To:** Township Board Members <[Board@georgetown-mi.gov](mailto:Board@georgetown-mi.gov)>  
**Subject:** Board Members GTWP...

Thank you for your time serving us... sometimes it is a hassle  
And I have not thanked you 7 before... So, Thank You!

Would like you to consider an odd-even approach for outside  
campfires.

“Seems” like when often we go outside to sit, there is inevitably  
The smell of wood burning in the distance. With so many  
residents  
Allergic to molds, pollens, smells, smoke is just one more  
headache.

I believe there is a permit needed for residents for a bon-fire,  
campfire,  
Etc... but I would like the Board to consider an additional proposal  
of  
an odd – even approach to this pollution and dilemma for  
asthmatics, COPD  
and others with lung and pulmonary ailments.

Many stores now sell a campfire ring, which is becoming more  
plentiful  
Each year. I doubt most residents keep a hose or extinguisher  
nearby  
In case of the unforeseen fire disaster.

With Odd – Even, 2 weekends a month residents with an even  
house number  
would have a Friday and a Sunday night to burn wood. The next  
weekend it

would be just a Saturday night, and Friday and Sunday would be in violation.

Seems like a fair solution to me. However, I also feel some stiff monetary

Penalties would unfortunately need to be in place to keep the honest... honest.

If you desire that I appear before the Board, I would be happy to do so.

Thank You for giving this some thought,

Ed Lehmann

7727 Hollyhock Ave.

Jenison, Michigan 49428

616 – 457-5152 Home.

02-26-2018

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[www.avast.com](http://www.avast.com)