



Village of Spring Lake  
**Minutes Council Work Session**

December 11, 2017

7:00 p.m.

102 West Savidge Street (Upstairs Conference Room)  
Spring Lake, MI 49456

President Powers called the meeting to order at 7:00 p.m.

**1. DPW Update**

- Equipment & Personnel Sharing – **Stuparits** reported that this collaboration had been slow to get started, but after discussions with staff, things were starting to move forward and they would be taking more advantage of these benefits.
- SAW Grant – **Stuparits** reported that a SAW Grant of a little over a million dollars, to be used for an Asset Management Plan for stormwater and sewer systems, had been awarded about a year ago. **Stuparits** explained how they were using this grant money and what they were finding that needed to be repaired in the process.
- Lift Stations (Lake St & Holiday Inn) – **Stuparits** said they had found that the Holiday Inn lift station was in very poor condition, but they thought they would be able to eliminate it.
- Water Meter Replacements – **Stuparits** explained that the water meters were getting very old and that as they age they slow down, causing a loss of revenue. **Stuparits** said they have prepared in the rate structure to replace 10%, or about 120, meters per year.
- Water Reliability Study – **Stuparits** reported that he would be getting a new study in the next month.
- Cross Connection Control Plan – **Stuparits** explained that the Cross-Connection Control Plan was in place to protect our water supply and they were winding up their third year.
- Water and Sewer maps – **Stuparits** explained the purpose of these maps and that they were close to completing the data for them.
- Miscellaneous – **Stuparits** explained that the lack of snow plowing this past Saturday, was due to a lack of communication, and that they were working on a “Plan B” to make sure that this would not happen again.

**2. Finance Committee Update**

- Budget Adjustments – **Hinga** went over the 4 budget adjustments with **Council**.

- Additional MERS Payment – **Hinga** explained that the Finance Committee discussed the feasibility of making an additional \$50,000 payment to MERS to help with the account being underfunded.
- Fund Balance Policy – **Hinga** explained that the Fund Balance had crept up to about 40%, with a previous goal of but 15%. **Hinga** said the Finance Committee agreed that 25% was a comfortable amount.
- Miscellaneous – Nothing else at this time.

### 3. **MERS Payment**

In order for the impact of an additional payment to be recognized in the 2018 Annual Actuarial Valuation Report, the payment must reach MERS by 12/31/17.

### 4. **Board & Committee Appointments**

- Nows Alternate (Joel TePastte or John Stuparits) – **Burns** said that TePastte volunteered to be the Nows Alternate.
- Parks & Recreation (Darcy Dye) – term ending 11/2019 – **Burns** shared that Darcy Dye was the only applicant for the Parks Board but she would be a great addition.
- DDA Council Liaison – Michelle Hanks – **Burns** reported that Hanks had been attending the DDA meetings and that she will be the DDA Council Liaison.

### 5. **Housing Memorandum of Understanding**

The City of Grand Haven would like to solidify their relationship with the Village regarding housing support for residents within the Village. – **Burns** explained that she felt the formula used to determine the number of Village residents helped by this organization was skewed and that, in turn, skewed the Village contribution amount, so she asked if Council would like to have the language and formula changed. **Doss** said that she understood what **Burns** was saying, but they do good work so she did not want to anyone to think they were not supportive. **Hanks** asked if the time and money it would take to research and change the percentage and language would be worth it. **Council** agreed they would like to leave the formula and language the same.

### 6. **Central Park Reservation ~ Snow Jam**

Snow Jam was once again scheduled to take place at Central Park. The date was February 10, 2018. There would be a tent for live music, a dart tournament and a friendly Grand Haven vs. Spring Lake Hockey game (weather permitting). Proceeds from the event stay in the community. **Burns** shared that this was a great event and highly recommended **Council** approved this use of the park.

**7. Ambulance Agreement**

Council Member **TePastte** was the representative on the Ambulance Oversight Committee and updated Council on the progress towards a new agreement. **TePastte** reported that it had taken almost a year to renegotiate the contract because there were two main issues. **TePastte** said one was that they needed another ambulance and the other was response time and both items had been addressed.

**8. Traffic Study (Exchange & Jackson)**

Council had requested staff examine the traffic situation at Exchange & Jackson. A quote was obtained from the leading traffic engineer in the State of Michigan (Pete LaMourie) to investigate options for the intersection. **Burns** said that Mr. LaMourie advised that the best time for a traffic study would be between now and May, while school was still in session. **Council** discussed the issues that they had experienced at that intersection.

**9. Reconsideration of License Non-Renewal – Burns** said that this was brought to Council’s attention during public comment at the November meeting and that she and the Parks Board supported Stuhlmann’s decision. **Council** discussed this item and felt that Stuhlmann and the Parks Board’s had made the best decision for Tanglefoot.

**10. Reconsideration of Summer Sewer Credit – Burns** provided a timeline so Council had an idea of what had transpired and felt there were 3 possible scenarios. **Council** discussed this issue and agreed to give a sewer credit if the business installed an irrigation meter.

**11. Waste Haulers Licensing Agreements**

Approval of waste hauling licenses was typically a housekeeping item. – **Burns** shared that this was a housekeeping item and there were a couple changes that included a small increase in Republic’s charge and Kuerth was now including Christmas tree pickup. **Burns** also reported that all of the waste haulers provide recycling for commercial businesses. **Hanks** said that she had called all the waste haulers and was told that they did not offer recycling to commercial businesses. **Burns** said that she would check again on that information. **Council** agreed that approval of the waste hauler agreements could be added to the Consent Agenda.

<b>Licensed Waste Haulers in the Village</b>			
	<b>Republic/Allied Waste 231-375-2070</b>	<b>Kuerth Disposal 231-744-4967</b>	<b>Waste Management 616-724-2148</b>

Trash Collection 90-96 Gallon Container	\$17.55/month	\$18.00/month	\$16.00/month
Curbside Recycling With Container Service	Included Biweekly	Included Weekly	\$5.00/month Weekly
Bag Service	\$1.50/bag + \$6.80/month admin	\$3.00/bag (75 bags/box)	\$2.50/bag + \$5.92/month admin
Curbside Recycling With Bag Service		\$3.00/month	
Yard Waste	\$10.50/month (bag) \$12.50/month (cart)	\$90.00/season	\$12.50/month + \$25 activation fee
Christmas Trees	Included	Included	Included
Spring/Fall Clean- up	No Charge*	Charge	No Charge

**12. Planning Services Agreement with Grand Haven**

This agreement was reviewed annually. Staff wished to continue the collaboration with the City of Grand Haven which afforded the Village 4 hours of planning services each week. – **Burns** said this was done annually and that they were very happy with the 4 hours a week from Jennifer Howland and would like to continue this arrangement. **Council** agreed this was an item for the Consent Agenda.

**13. 2018 Meeting Schedule** – **Burns** shared the 2018 meeting calendar explaining that it needed to be approved and posted by January 1, 2018. **Burns** said the only change was that the June meeting would need to be bumped up one week in order to adopt the budget by June 15<sup>th</sup>, 2018.

**14. Trail lighting** - **Burns** reported that she had received an RFP of \$15,000 for replacing poles on the trail and that she had been shocked at that bid amount. **Burns** said when she called the company regarding their high bid, they dropped the price to \$3,000. **Burns** said she did not feel good about that company and their extreme bid drop so because they do not have any other RFP's, they would wait to move forward. **Council** discussed this and felt the same as **Burns**.

**15. Communications**

- Citations – **Burns** explained that 3 citations had been sent to a resident at 304 N Park St asking for affirmative relief.
- Complaint – Crouse – **Burns** explained that this complaint was from a Township resident that claimed the Village was blowing leaves from the bike path into her

front yard. **Burns** said that it was actually a Township blowing leaves from County property.

- Complaint – **Burns** explained that a complaint had been received regarding the house at 104 E Savidge, that was due to be demolished soon, and felt that there were a lot of points in the email complaint that she would dispute. **Burns** said that, at this point, she recommended that they not respond. **Council** discussed this item and agreed that the house in question was a mess but that they were following the proper procedures, which unfortunately, was very time consuming.
- Complaint – Lake Pointe Condos – **Burns** explained that this complaint was regarding an area of the bike path where water pooled after a heavy rain and that this was the first she had heard of it.
- Compliment – Stahl
- Library Calendar (December)
- Short Term Rentals – **Burns** explained that there were 18 registered short-term rentals and 4 that were not registered and all were advertising on Airbnb. **Burns** said that 3 of them had received complaints and that one of the landlords that had received complaints and a letter from the Village to cease operations, had been collecting information through FOIA on how the Village had been handling the other short-term rentals. **Burns** said she had talked to the Village attorney and he said that all the short-term rentals should be treated equally, suggesting sending letters letting landlords know that the Village was aware that they were renting short-term and that was not a legal use in a residential zoning district. **Council** discussed this and agreed that a letter should go out to landlords of both registered and non-registered rentals letting them know that the Village did not allow short-term rentals in residential areas and that they need to cease operation and to stop advertising on Airbnb and VBRO websites.
- Township Recognition
- Village Manager Calendar

## 16. Minutes

Minutes of the November 13, 2017 Work Session and November 20, 2017 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to December 14, 2017.

## 17. Public Comment

Council Work Sessions are open to the public, and as such, the public is invited to speak at the end of each meeting. Each speaker should limit their comments to 3 minutes.

Lee Schuitema, 408 W Exchange St, said that he would like to see a way to slow down and lesson the amount of traffic on Exchange Street.

**18. Adjourn** - Meeting adjourned at 9:04 p.m.

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Mark Powers, Village President

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Maryann Fonkert, Deputy Clerk