



Village of Spring Lake

Council Work Session Minutes

May 13, 2019

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. Grand River Dredging (John Nash)

There had been considerable discussion regarding the need to dredge the Grand River from Grand Rapids to the mouth of the river in Grand Haven. John Nash had been following these discussions rather closely and provided an update to Council. Resolution 2019 – 13 was attached for Council review.

2. Water/Sewer Billing Collaboration with Spring Lake Township

The SLT/SLV Committee had been discussing the details of this issue for a number of months. The SLT UB Clerk was retiring at the end of June so this was the perfect opportunity to share this position between the two communities.

3. Sanitary Sewer Improvements from Holiday Inn Lift Station to Village Cove Life Station (Wally Delamater)

Four bids were received on May 8, 2019 for the above-mentioned improvements. West Michigan Dirtworks submitted the low bid in the amount of \$280,843.05. The low bidder had a satisfactory performance record on previous projects; Moore & Bruggink recommended that a contract be awarded to West Michigan Dirtworks.

4. ROW Encroachment 411 W. Savidge

A preliminary site circulation map for the former Citgo Station (future Brooklyn Bagels www.brooklynsb.com) was shared. In order to meet the parking requirements and allow for proper site circulation, 6 parking spaces on the west side of the property would need to encroach onto Village ROW. There were numerous locations throughout the Village where this had been common practice for decades (*an aerial was attached for Arby's showing their parking spaces wholly encroaching on Village ROW*).

5. Liability & Property Pool (Marv Hinga)

The NW Ottawa communities released a joint RFP for liability insurance quotes. The Village received 3 proposals and were working with a number of communities in Ottawa County on a joint proposal with the same firm that provided our health insurance.

6. Delinquent Utility Bills (Marv Hinga)

According to Sec. 78-176 all delinquent water/sewer bills (including penalties) that were 3 months or more past due could be placed on summer taxes as a lien against the property. Sec 78-342 allowed the Village to place a lien on property to recover costs of mowing. These assessments needed to be approved by Council at the May meeting for placement on the taxes in June.

7. Downtown Development Agreement, 109 S. Jackson

Village Attorney Bob Sullivan reviewed the proposed agreement for 109 S. Jackson. Brian Ford from Milanowski & Englert was working on a legal description for the strip of land between Village Hall and Epicurean Village. That survey and description was to be completed prior to the Village Council meeting on May 20, 2019.

8. Coast Guard Dinner – Letter of Understanding

As of press time, the Village had not received a cost per head for the 2019 dinner, which was due to us by 05/01.

9. Engagement Letter – Baker Tilly Sewer Rate Analysis (Marv Hinga)

An engagement letter for services rendered by Baker Tilly for our sewer rate analysis was shared. The costs associated with this agreement were covered by the Village's SAW grant.

10. Metro Act Extension

This was a housekeeping item.

11. Community Engagement (Tanglefoot/Mill Point Master Plan)

A community engagement meeting was scheduled for Wednesday, May 29, 2019 from 4:00 p.m. – 7:00 p.m. at Seven Steps Up. Postcards had been mailed to all Village residents, encouraging them to participate in the process to determine the future of both Tanglefoot & Mill Point Parks.

12. Mill Point Park - Wooden Boat Show Request (Mark Miller)

The Wooden Boat Show was scheduled for Saturday, June 1, 2019 (all day) at Mill Point Park. The Chairman, Mark **Miller**, requested the use of Mill Point Park for that date/time.

Clerk/Treasurer **Hinga** suggested this item not be placed on the Consent Agenda because Council Member Miller should recuse himself from this vote due to a conflict of interest. Council agreed.

13. Winsor McCay Discussion (Mark Miller)

The Winsor McCay Committee had been contemplating a capital campaign to raise funds for the creation of a Winsor McCay Memorial Park. Chairman Mark **Miller** updated Council on their progress.

14. Central Park – Ride of Silence Request

Mr. Christian Miller from Loose Spokes applied to reserve part of Central Park on May 15th from 6:00 p.m. until 8:00 p.m. in order to stage the annual Ride of Silence.

15. Budget Adjustments (Marv Hinga)

On Monday, May 6, 2019 the Finance Committee reviewed proposed budget adjustments for the Fiscal Year 2018/2019 budget. They recommended approval of the proposed adjustments.

16. National Pollutant Discharge Elimination System (NPDES) Permit Management Agreement with Grand Valley Metro Council

This was a housekeeping item; will be placed on the consent agenda.

17. Encroachment Discussion - 206 N. Buchanan

The Village recently received a request to extend the life of an encroachment from a property owner that caused staff to do some research regarding various encroachments along Lakeside Trail.

18. Budget Discussion (Marv Hinga)

Budget books were distributed.

19. Communications

- Casino/Gaming notice
- Chamber economic development report
- Complaint

- Mitchell
 - Painter
- Grants (Trees)
 - North Bank Communities Fund
 - Plant Up, Fly Right
- Invasive species treatment
- NOCH Newsletter
- OCCDA – 911 award
- Thank you notes
 - Mersereau
 - Gelbard
 - Trontin
- Yellowbook opt out
- Updates
 - Art in the Park RFP
 - Community Branding RFP
 - Downtown Design Manual RFP
 - Downtown Redevelopment
 - Short-term Rental Legislation

20. Minutes

Minutes of the April 8, 2019 Work Session and April 15, 2019 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to May 17, 2019.

21. Public Comment

There was no public comment.

22. Adjournment: There being no further business, the meeting adjourned at 9:30 p.m.

Mark Powers, Village President

Christine Burns, Village Manager