



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

December 9, 2019

7:00 p.m.

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

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

1. Neighborhood Housing Services Presentation (Rhonda Kleyn & Pat McGinnis)

This is the annual update provided to the NW Ottawa Communities.

2. Community Branding (Andy Dull)

Over the past 4 months, the DDA – along with the help of a consultant and a focus group – have been working on a rebranding campaign for the Village. Details regarding that process and marketing strategy will be shared with Council.

Andy Dull shared the process his team had gone through to create the proposed logo and tag line. **Council** discussed the proposed logo and tag line and the majority of Council members agreed this would be a good time to rebrand the Village.

3. Redevelopment Agreement Discussion – Burns explained that she had run across the 2005 sales agreement for 102 E Exchange between the Village of Spring Lake and Tony Oosting. **Burns** said that in the agreement Mr. Oosting agreed to redevelop the property, which he has not done, and the property has remained vacant. **Burns** said that also in the agreement, the Village had first right of refusal should Mr. Oosting wish to sell. **Council** discussed this agreement and determined that a legal opinion should be sought first so they knew their options.

4. Budget Adjustments (Marv Hinga)

The Finance Committee will review proposed budget adjustments prior to the work session. They will have a recommendation for the entire Council.

Hinga went over the proposed budget adjustments explaining the purpose of each one. The Finance Committee recommended the adjustments be added to the Consent Agenda. **Council** had no questions and agreed to put these budget adjustments on the Consent Agenda.

5. Zoning Ordinance Amendment – 107 S. Division

At their meeting on November 26, 2019, the Planning Commission recommended approval to rezone 107 South Division Street (parcel #70-03-15-361-004) from CBD-1 and SFR-B Core to CBD-1, Central Business District Core. The subject parcel is currently split zoned, with the northern portion zoned CBD-1 (Core Central Business District) and the southern portion zoned SFR-B Core (Residential). The future land use map of the Village's master plan classifies the subject property as being part of the Village Core (VC), which supports the rezoning of the property to CBD-1.

This amendment will require a public hearing at the December 16, 2019 Council Meeting.

Burns explained that this proposed zoning map amendment for the Isabelle's House property and had already gone to the Planning Commission and they recommend that this amendment be approved. **Council** had no issues with moving forward on this amendment.

6. Liquor License (Finn's)

The Village is expecting a completed application for a Redevelopment (RDA) License for the new steakhouse located at 106 W. Savidge. The application was received, in part, prior to publication of the agenda. **Burns** explained that she had not yet received the missing pages of the application so if Council would rather have this item placed on the regular portion of the agenda rather than the Consent Agenda, she would do that, but she hoped to have the pages to share by the time of the Council meeting. **Hanks** shared that this was the same kind of application that Seven Steps Up had and was subject to a lot of rules and stayed with the property should the property be sold. **Council** agreed this item should be placed on the regular agenda.

7. Planning Commission Training

At the last Council Meeting, a policy on training for Planning Commission members was discussed. This would require an amendment to the PC by-laws. In terms of Council action, a resolution requiring training should be adopted and then the PC can amend the rules of procedure to reflect that change. There isn't enough time (*15 days notice is required*) to consider any amendments at the 12/17 PC meeting, but it can be added to the agenda for January.

Burns explained that in order to mandate Planning Commission training, it had to be part of their By-Laws. **Burns** said that the Planning Commission By-Laws needed to be updated anyway because they still indicated a 9-member board and it has been a 7-member board for quite some time. **Burns** said that this was something the Planning Commission would approve based on Council's recommendation. **Council** agreed to recommend mandated training for all Planning Commission members.

8. Board & Committee Meeting Dates for 2020

This topic is typically a housekeeping item, however there is one meeting that warrants a discussion and that is the December Council Meeting. Does Council wish to meet the week of Christmas or perhaps move the meeting back a week (similar to what the Planning Commission does) for that month?

December 2020						
SU	MO	TU	WE	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Burns explained that normally this was a housekeeping item, but the December Council meeting for 2020 fell on Monday the week of Christmas. **Burns** asked Council if they would prefer to keep the meetings as normally scheduled or move the Work Session and Council meeting back a week. **Petrus** said she would prefer moving the meetings back a week because children would be out of school. **Council** agreed to move the meetings to December 7th and December 14th, 2020 and because the Work Session on December 7th would conflict with the Parks & Rec Board meeting the same night, the Parks & Rec. Board meeting would be canceled.

9. Ordinance Adoption (Ground Water Use)

This amendment will require a public hearing at the December 16, 2019 Council Meeting.

Burns explained that this was for the Shell Station expanding their boundary's regarding their plume. **Duer** pointed out that Leap's and Bounds was not accurate and shared the actual location of the plume. **Burns** said they would adjust that.

10. Ordinance Adoption (Pedestrian)

This amendment will require a public hearing at the December 16, 2019 Council Meeting.

Information only.

11. Ordinance Adoption (Fire Suppression)

This amendment will require a public hearing at the December 16, 2019 Council Meeting.

Information Only.

12. Waste Hauler Licensing

Approval of waste hauler licensing is an annual housekeeping item.

Licensed Waste Haulers in the Village			
	Republic/Allied Waste 231-375-2070	Kuerth Disposal 231-744-4967	Waste Management 616-724-2148
Trash Collection 90-96 Gallon Container	\$19.80/month	\$19.00/month	\$16.60/month

Curbside Recycling With Container Service	Included	Included	\$6.50/month per bin
Bag Service	\$1.50/bag + \$8.80/month admin	\$4.00/bag (100 bags/box)	\$2.50/bag + \$5.92/month admin
Curbside Recycling With Bag Service		\$3.00/month	
Yard Waste	\$10.75/month (bag) \$12.75/month (cart)	\$95.00/season	\$12.00/month + \$25 activation fee
Christmas Trees	Included	Included	Included
Spring/Fall Clean-up	No Charge	No Charge	No Charge

Burns reported that this was a housekeeping item and that some rates had changed incrementally, not significantly. **Council** agreed they were satisfied with the waste haulers and this could be added to the Consent Agenda.

13. 2020/2021 Budget Calendar

Attached please find the budget calendar for FY 20/21. Due to the way the dates fall, we will be able to hold our normal meetings in June (many years, we've only had one meeting in June) and adopt the budget on 06/15/20. **Burns** shared that this was for information only and they were already moving forward pulling the budget information together.

14. FAQs related to Tanglefoot Redevelopment

Due to misinformation being circulated regarding the redevelopment of Tanglefoot Park, a FAQ sheet (*attached*) has been compiled. This document was reviewed by the Parks & Recreation Board and will be reviewed by the DDA on December 10, 2019 as well.

Burns shared that President **Powers** had asked her to put together this list of FAQ's in response to inaccurate social media posts put out the week of Thanksgiving regarding redevelopment of Tanglefoot Park. **Petrus** suggested that, along with generating revenue, ongoing operating expenses should be acknowledged in the FAQ's because it was not just about revenue, but about being able to stand on its own on an ongoing basis. **TePastte** asked if the Thum family was still in existence and active in the community. **Burns** said not that she was aware of, but that didn't mean that they were not in the area. **Council** discussed how much information should be included in the FAQ's and how much was too much. President **Powers** said that people can have their own opinions, but they can't have their own "facts", so he wanted to be able to direct people to the website with factual information.

15. Solar

Bill Cousins was able to discuss the solar lease issues with Energy Conservation Source (ECS) last week. The difference in solar cost factors between SLV and the other two municipalities was the result of the roofing work on their buildings being tied in with the solar credits as the roofing work was considered part of the solar project. There are also changes to the credit details since their projects were installed.

Burns shared information on the costs and procedure to install solar panels and asked Council what their thoughts were on this project. **Council** discussed the possible cost savings and had concerns with the weight of the panels on the roof. **TePastte** said that it was a rare opportunity when you could save the planet and save money at the same time. **Hanks** said she was not seeing a downside. **Council** agreed this item could be added to the Consent Agenda.

16. Fee Schedule Amendments

- Fire Suppression Fees
- Mass Gatherings
- Docks*

**no changes proposed, just discussion*

Hinga went over the fee schedule for the Mass Gathering Ordinance and explained that they had arrived at these amounts by comparing fees from other communities.

Burns and **Petrus** explained that the Parks & Rec Board recommended no change to the Dock Fees and suggested that Dock Rental applications be accepted from Village residents only in January and then open to anyone starting on February 1st.

Delamater explained the process they had gone through to determine the Fire Suppression Fees.

17. Communications

- Calendar – Spring Lake District Library (December)
- Calendar – GHACVB (December)
- Coles Parks Public Notice
- Compliment – OCSO Deputy Dyer
- Complaint – Cutler Street
- EGLE Permit – 209 S. Park
- Liquor License – 606 E. Savidge
- NOCH Newsletter
- Thank you – Tri-cities Historical Museum

Burns shared that she would be bringing on an intern 15 to 20 hours a week starting next semester to help with some of the development projects and she was hoping the Township would be partnering with the Village.

Burns reported that Bill Cousins was working on an Asset Management Plan RFP for Parks & Rec that should go out after the first of the year.

Delamater reported that tree removal would start Wednesday, planting had already been done and trimming would occur late January. **Delamater** also reported that the SAW Grant program would end this month and they would be busy prioritizing sewer system fixes, and

that, DPW employee, Michael Rice will be leaving in January for 3 months of training and then leaving for a year long deployment to Saudi Arabia.

18. Planning Contract for 2020

The Village has enjoyed numerous collaborations with the City of Grand Haven, one of which is sharing a planner. This arrangement has worked extremely well for the Village, but with the ongoing redevelopment taking place, there is a need for additional hours within the planning department.

Burns said she had put this on the agenda hoping she would have been able to meet with Pat McGinnis by now to discuss, but that had not worked out, so she needed to take care of that before any decision was made. **Burns** said that as much as she had enjoyed working with Jennifer Howland, who was great, she needed a Planner more hours than the City of Grand Haven could supply so she will be looking at other options.

19. Minutes

Minutes of the November 11, 2019 Work Session and November 18, 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 December 13, 2019.

20. 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, said he was concerned about the new logo.

21. Adjournment: There being no further business, the meeting adjourned at 8:20 p.m.

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk