



Village of Spring Lake
Council Work Session Minutes
August 10, 2020
7:00 p.m.
Dial-in number: (872) 240-3412
Access code: 972-987-245
Spring Lake, Michigan

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

- 1. Public Hearing for Removal of Planning Commission Member – Manager Burns** explained that this discussion was for Council to decide if it was necessary to hold a Public Hearing on Monday, August 17, 2020 to determine if there was reason enough to remove Richard Martinus from the Planning Commission. **Burn** presented the details of why removal from the Planning Commission was being considered. **Council** discussed this issue and agreed that a public hearing was necessary to address the removal of Mr. Martinus from the Planning Commission.
- 2. Public Hearing Zoning Ordinance Adoption – Burns** introduced this item and asked Village Planner, Stacey Fedewa, to give an overview. **Fedewa** explained the changes to the Zoning Ordinance which included updates to the sign ordinance, the addition of allowing digital signs, zoning district consolidations, more visuals and the addition of an ordinance that would allow chickens and bees for residents with 2 or more acres. **Council** agreed that the Public Hearing for the Zoning Ordinance adoption could be added to the agenda, but they would like to have more discussion on the ordinance regarding the keeping of chickens. President **Powers** suggested that keeping chickens could be allowed on smaller parcels by permitting or special use. **Fedewa** said she would compile information and ordinances from other municipalities for **Council** to consider.
- 3. Digital Reader Board Sign (Angela Stanford-Butler) – Burns** introduced this item and turned the discussion over to Stanford-Butler. **Stanford-Butler** explained that 5 RFP's had been received for Digital Reader Board Signs and that the DDA would be discussing the RFP's in the morning. **Hanks** asked Council what their thoughts were on the digital reader boards so that she could take those thoughts back to the DDA. **Burns** explained that the Village's current non-digital reader board sign was broken and not inexpensive to repair so it seemed to make more sense to purchase a new digital sign with many capabilities and controlled remotely from Village Hall, rather than spend a large amount of money on the current sign that was completely manual and dependent on the DPW's time to change it out. **Council** discussed the reader board RFP's and the difference in cost and quality between 16 mm and 10 or 11 mm and agreed that spending a little more for a better quality digital reader board sign

would be worth cost, ease of use and flexibility to program it to say whatever was needed.

- 4. Parks Proposal (Robert Lopez ~ Lilley Cares) –** Robert **Lopez** explained some of the projects that Lilley Cares volunteers were working on which included a bike rack and bicycle pump at Brooklyn Bagels, a proposal to remove pavers beneath a tree at Fuel Bar & Refuse and replant with flowers along with several other projects. **Lopez** said that, through a generous donation from Sandi Gentry, 10 bicycles will be available to rent from the Lilley Mansion through an app. **Burns** shared an outline of the Lilley Cares Parks proposal and what they were working towards and **Lopez** added that they would soon be submitting a plan for a Christmas event. **Petrus** shared concerns from the Parks Board regarding turning over park maintenance and the addition of new projects to Lilley Cares when park maintenance was already a financial struggle. **Lopez** explained that they were not looking to take over park's maintenance, but help create spaces that take less maintenance, for example, by using Michigan natives and that all projects would be vetted through Village staff and/or the appropriate board prior to starting. **Council** agreed they were looking forward to working together with Lilley Cares and seeing the end results.
- 5. Barber School Parking Lot Resurfacing (Wally Delamater) –** **Delamater** shared a proposal from Moore & Bruggink to develop bid specs for parking lot rehabilitation at the Clock Tower and Barber School which were budgeted items. **Council** agreed this item could be placed on the Consent Agenda.
- 6. Clock Tower Park Resurfacing (Wally Delamater) –** As above.
- 7. Crack Sealing/Striping Jackson Street Parking Lot (Wally Delamater) –** **Delamater** explained that they had contacted 4 different firms requesting bids to spruce up the Jackson Street parking lot by filling cracks, resealing and restriping, but they had, so far, only received 1 bid. **Delamater** said that, due to the lack of bid response, he was asking for approval for a "Not to Exceed" in hopes they received a couple more bids or would need to go with the bid received. **Council** agreed to add this item to the Consent Agenda.
- 8. Crockery Township Agreement (Mav Hinga) –** **Hinga** explained that this was an agreement with Crockery Township to formalize their repayment of the SIB loan that the Village took out to help them finance the completion of the North Bank Trail into Nunica. **TePastte** said the Finance Committee reviewed the agreement and there was no financial impact on the Village. **Council** agreed this item could be added to the Consent Agenda.

- 9. USDA Bonding Resolution (Marv Hinga) - Hinga** explained this was for 2 resolutions drafted by the Village's Bond Counsel, Roger Swets, to authorize up to a total of \$6M for improvement of water and sewer, but with hopes of using no more than \$5M. **Hinga** said that if Council approved these resolutions, there were notification requirements to follow and then a waiting period before starting the Bonding process. **TePastte** reported that the Finance Committee had reviewed this and had no issues. **Council** agreed this item could be added to the Consent Agenda.
- 10. Budget Amendments (Marv Hinga) – Hinga** reported that there was just a single budget adjustment because the auditors had recommended that there be a separate fund to track the payments on the State Infrastructure Bank Loan so this was an adjustment to show the money received from Crockery Township and the portion to loan principle and loan interest. **TePastte** reported there was no financial impact on this either. **Council** agreed this item could be placed on the Consent Agenda.
- 11. Amend Water Fee Schedule for Non-Village Customers (Marv Hinga) – Hinga** explained that when entering in the new water/sewer rates to the new budget, he did not include the new rates for non-residents. **Hinga** said that the practice had always been that the non-village residents (approximately 10) on the east side of N Lake Ave that were hooked up to Village water and sewer paid a rate that was 50% more than what Village residents pay so the fee schedule needed to be amended to include those new fees. **Hanks** explained that the Finance Committee had reviewed this, and it was really more of an administrative tie up to correct a missed update on the fee schedule. **Council** agreed this item could be added to the Consent Agenda.
- 12. Business of the Year (2020) Nomination – Burns** asked Council their thoughts on nominations for Business of the Year. **Hanks** suggested Brooklyn Bagels. **Petrus** said that Holiday Inn came to her mind with all of their renovations. **Duer** suggested Fuel Bar and Refuge. **Burns** said she would send out a survey monkey.
- 13. Amendment to Village Manager Employment Contract – Burns** asked Council how they would like to handle the amendment to her Employment Contract. **Council** agreed this had been covered at the prior months meeting and this could be added to the Consent Agenda.
- 14. Amendment to MOU Regarding Planner Roles & Responsibilities – Burns** explained that staff had been working with Stacey Fedewa and Cassie Hoisington since February but then COVID hit in March, so it had taken a little longer to get a rhythm but everyone was starting to figure out their roles and responsibilities and since

development had slowed down **Fedewa** suggested that Cassie Hoisington take over as lead planner on a day to day basis and if a large development popped up, **Fedewa** would be happy to step in. **Van Strate**, as Planning Commission Liaison, said that both Stacey and Cassie had been doing a great job for the Planning Commission. **Council** agreed this would be a managerial decision, so if Manager Burns was confident in this change then this item could be added to the Consent Agenda.

15. Internship Completion – Burns explained that Intern, DeMario Johnson, was supposed to be with the Village from January through May but that internship was cut short with the COVID 19 shutdown. **Burns** said that DeMario has since graduated but didn't have the internship to build his resume so when she asked him to come back, he agreed. **Burns** shared that she would like to transition DeMario to Assistant to the Village Manager where he could take on additional responsibility because she had lost Bill Cousins when he took a position as an interim Administrator. **TePASTE** reported that the Finance Committee was in support of this addition to Village staff. **Petrus** agreed that this was a great opportunity. **Council** discussed and compared costs and agreed this item could be placed on the Consent Agenda.

16. Communications

- **Complaint**
 - Brooklyn Bagels (Charter Communications)
 - Chittenden (Pavilion Rental at Central Park)
 - Fullerton (Milkweeds at Plantenga's)
 - Marshall (Portapotty at Whistle stop Playground)
 - Schoemer (Speed Bumps on Private Drive)
 - Stordahl (SNW)
 - Terpstra ("Weeds" at Clock Tower)
- **Inquiry (Griffin – Irrigation Well)**
- **MERS Payment (Police Division)**
- **Thank you (Der Vartanian – Eagle Scout Project)**

17. Minutes - Minutes of the July 13, 2020 Work Session and July 20, 2020 regular meeting were attached for review.

18. Public Comment –

- Darcy Dye, 114 N Fruitport Rd. spoke regarding education on Michigan Natives and that even though they were native, they still needed on going attention and care.
- Lee Schuitema, 408 W Exchange, spoke regarding Lilley Cares and his concerns of turning over public property to a commercial entity and not having

a member of the DPW staff on their committee. Robert **Lopez**, Lilley Cares, responded that he had been under the assumption that DPW staff was not allowed to be on the committee. **Burns** said that the DPW was not under the same rules as Parks & Rec Board so someone from the DPW could sit on the Lilley Cares committee.

19. Adjournment: There being no further business, Village Council adjourned the meeting at 8:32 p.m.

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk