

MINUTES

**Monday June 15, 2015
7:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Present: Bennett, MacLachlan, Meyers, Miller, Nauta, Powers, Van Strate.

Absent: None

4. Approval of the Agenda

On a motion by **Bennett**, seconded by **Nauta**, to approve the agenda as amended, moving item 11. Statements of Citizens to item 6. C.

Yes: 7 No: 0

5. Consent Agenda

A. Approved the payment of the bills (checks numbered 56688 - 56788) in the amount of \$551,649.11.

B. Approved the minutes for the May 18, 2015 Council meeting.

C. Approved Resolution 2015 – 011, a Resolution approving a Raffle License Application by the Spring Lake Junior Sailing Association.

D. Approved Resolution 2015 – 13, a Resolution approving a Liquor License transfer for the Village Baker.

E. Approved Resolution 2015 – 10, a Resolution approving a new Freedom of Information Act Policy.

F. Approved proposed changes to policies related to Barber School.

- G. Approved budget amendments for Fiscal Year 2014/2015.
- H. Approved the disbursement of school taxes captured by the TIF district for 2005-2007.
- I. Approved the lease of a 2015 Chevrolet Equinox to replace a 2012 Buick Regal for an amount not to exceed \$226 for 39 months, allowing 10,000 miles per year with a \$2,000 down payment.
- J. Approved Shoreline Insurance's proposal for liability and property insurance for an amount not to exceed \$34,357.00 for Fiscal Year 2015/2016.

On a motion by **Bennett**, seconded by **Miller**, to approve the Consent Agenda.

Yes: 7 No: 0

6. General Business

A. Spring Lake Farmer's Market Presentation

Courtney Geurink, Market Master for the Chamber of Commerce will be present to give a brief presentation regarding this year's Farmer's Market.

President **MacLachlan** introduced this item and Manager **Burns** gave a brief overview of the presentation by Courtney Geurink.

Ms. Geurink reported to Council that Spring Lake's Farmer's Market has 12 stalls with 12 vendors that are seasonal that are there every week. Ms. Geurink explained the children's activities, events and programs that are new this year. Ms. Geurink also explained that, thanks to a Grant from the Community Foundation, they can now accept Bridge cards and in addition to Bridge Cards they have the double-up food bucks that match the amount spent on the Bridge Card and also now except Project Fresh, Market Fresh, Dune Dollars and Healthy Market Bucks.

B. Purchasing Policy

Village Auditors recommended the Council consider reviewing and potentially amending the purchasing policy, which was adopted on June 7, 2004.

Manager **Burns** explained that this item had been discussed at the last Work Session but because of a couple of requested changes she did not want to put it on the Consent Agenda.

On a motion by **Bennett**, seconded by **Meyers**, to adopt Resolution 2015 – 12 amending the Village Purchasing Policy.

Yes: 7

No: 0

C. Statements of Citizens

The following citizens were present and voiced opposition to taking down the Oak tree on Hammond Street in front of the Intermediate School.

- Sidney Dillon, 14518 Hickory St.
- Jennefer Dorsey, 14518 Hickory St
- Janet Tyson, 210 Parkhurst
- Karen Streeting, 417 South St
- Shirley Draft 9160 Leonard St
- Lonnee Czinder, 208 N Park
- Mary Thornson, 17307 Franklin
- Grace Kleppe, Spring Lake Intermediate School
- Tom Craig, 319 Mark
- Joyce Hatton, 400 Lakeview Ct
- Emma Welling 15080 Kelly St
- Sandra Peel, State Road
- Eleanor Vega, 718 Fall St
- Rita Braun, 121 S Fruitport Rd
- Dane Ward, 16187 Highland Dr
- Wendy Swensen, 15511 Oakridge Dr

Lee Schuitema, Tree Board Member, was present and explained that the Tree Boards decision to recommend the tree be taken down was a very tough decision but after learning the amount of excavating that was going to be done and listening to the Arborist's opinion of the tree's chances of survival the Board felt it was in the communities best interest, from a safety standpoint, that the tree be removed before it started to die and become a safety hazard to the school children.

The Following citizens were present and voiced support in taking down the Oak tree on Hammond Street.

- Danny Brower for Shelly Brower, 519 River St
- Kelly Boeve, 15750 Bittersweet Ln

Wally Obits, 818 River St. and Rita Braun, 121 S Fruitport Rd., were present and voiced opposition to the All Shores Wesleyan Church driveway.

Tree Removal ~ Spring Lake Intermediate School

SLPS Superintendent Dennis Furton presented a formal request to the Village Tree Board on May 4 and again to Council on May 18 for the removal of two trees along Hammond Street to accommodate the district's site improvements at the SL Middle/Intermediate School. The Tree Board voted unanimously to approve the district's request. Prior to casting a vote, Council requested additional input regarding site design from the architect and information regarding tree mortality from the Village's arborist. A summary of letters from the public will be provided to Council. Arborist Brian Kwiatkowski will be present to explain, in detail, his recommendation. A copy of the Village's tree ordinance is attached for Council review.

Brian Kwiatkowski, Arborist from Summit Tree Service was present and referenced his Preliminary Report (attachment A). Council discussed the report with Kwiatkowski and asked several questions regarding the possible survival of the tree.

On a motion by **VanStrate** seconded by **Miller**, to approve Resolution 2015 - 14, a Resolution **denying** Spring Lake Public School's request to remove two trees on Hammond Street in conjunction with their construction project.

Yes: 7 No: 0

D. 2015/2016 Fee Schedule

In conjunction with each budget, Village Council is asked to consider approving an amended fee schedule.

Manager **Burns** explained that this was discussed at the last Work Session and a Public Hearing was held in May.

On a motion **Bennett**, seconded by **Miller**, to approve 2015/2015 Fee Schedule.

Yes: 7 No: 0

E. Public Hearing to Adopt the Fiscal Year 2015/2016 Budget

The Village Council held a Public Hearing on the FY 2015/2016 Budget. See the overall budget message and supporting documents for more information.

President **MacLachlan** opened the Public Hearing at 9:16 p.m.

Clerk/Treasurer **Hinga** reported to Council that the Taxable value in the Village increased 3.9% from 113.6 million to 118 million, the Operating

Millage is being reduced from 10.0462 to 9.5 and the Debt Service Millage is being reduced from 1.0157 to .86. **Hinga** explained that this means a Village homeowner will see a 4.8% reduction in taxes paid to the Village, provided the property did not become uncapped by Proposal A. **Hinga** also reported that Water & Sewer rates remain the same.

Janet Tyson, 210 Parkhurst, asked if it makes sense to reduce taxes at this time.

President **MacLachlan** explained that the decision was due to cost savings from contracting Police services with the Ottawa County Sheriff's Department, and increased revenue from the township due to upcoming Village Hall rent payments and bike path millage.

On a motion by **Bennett**, seconded by **Miller**, the Village Council closed the public hearing at 9:20 p.m.

Yes: 7 No: 0

On a motion by **Bennett**, seconded by **Miller**, to approve Resolution 2015 - 08, a Resolution approving the Fiscal Year 2015/2016 Spring Lake Village budget.

Yes: 6 No: 1 (Nauta)

F. Public Hearing to Consider and Adopt the Fiscal Year 2014/2015 Millage Rate.

The Village Council held a Public Hearing on the FY 2015/2016 Millage Rate which is recommended to be 9.5 for the General Fund and .86 for Debt Retirement for a total of 10.36 mills.

President **MacLachlan** opened the Public Hearing at 9:22 p.m.

There was no public comment.

On a motion by **Bennett**, seconded by **Miller**, the Village Council closed the public hearing at 9:23 p.m.

Yes: 7 No: 0

On a motion by **Meyers**, seconded by **Bennett**, to approve Resolution 2015 - 09, a Resolution to adopt the Fiscal Year 2015/2016 Spring Lake Village Millage Rate.

Yes: 6

No: 1 (Nauta)

G. Contractor Discussion

The Village was awarded a CGAP grant in the amount of \$54,000 to enter into a cooperative agreement with SLT regarding space sharing. The lease between SLT and SLV has been executed and it is now necessary to secure a contractor to perform some minor remodeling work at Village Hall. Council is asked to consider granting the Village Manager authority to secure a contractor so that scheduling and construction can take place in a timely manner.

Manager **Burns** explained that the Township/Village Committee met on Friday and the next step was to hire a contractor to perform minor construction alterations to Village Hall so the Township could move in. **Burns** also explained that three contractors have been approached with 1 declining, one submitted a bid and they were waiting on a bid from the third one.

On a motion by **Bennett**, seconded by **Nauta**, to approve Resolution 2015 – 15, a Resolution granting the Village Manager permission to secure a contractor for remodeling of Village Hall for an amount not to exceed \$30,000.

Yes: 7

No: 0

7. Department Reports

A. Village Manager

Manager **Burns** added to her report that she had heard, from Marie Havinga, that the Village was a contender in the Community Excellence Award, which is given out each year through the MML, for the cooperative efforts between the Village and the Township. Manager **Burns** also reminded everyone that it was Heritage Festival week.

B. Clerk/Treasurer/Finance Director

Hinga informed Council that the current debt millage that is in place will expire in 2016 so sometime in the next 2 years Council will have to take action either by going to the voters to ask for it to be renewed or by raising the general operating millage to cover those debt service payments.

C. OCSO

D. Fire

E. 911

F. DPW

DPW Director **Belknap** reported that the DPW Foreman, Ben VanHoeven, passed his State License exam for the Water Operator S3. **Belknap** also reported that they had received a lot of positive feedback on the removal

of the vine covered fence at Mill Point Park. **Belknap** said the restrooms at Lakeside Beach, Central Park and Mill Point have been redone using the same colors in all of them and the thing he is most excited about is that the open block windows have been replaced by glass blocks, and what that does for staff is prevent them from having to fish rocks out of the toilets when they open the restrooms in the spring. **Belknap** also noted they have a new checklist for cleanings and, for the first time, they have added cleanings on Saturday and Sunday. **Belknap** also said an AED device, donated through the Lakeshore Pickle Ball club, will be installed soon. Manager **Burns** added that the restroom renovations at Central Park were possible due to a donation by the Johnson and Jacobson family. Manager **Burns** also commended the DPW on the great job they have been doing on keeping the restrooms clean, which, in the past, had been done by non-Village employees and the Village had received complaints on a regular bases but since the DPW had taken that duty over she had only received one complaint last year.

G. Building

H. Water

I. Sewer

J. Minutes from Various Board & Committees

1. Parks & Recreation/Tree Board

2. DDA (May & June)

3. DACC

4. Beautification

8. Old Business and Reports by the Village Council

President **MacLachlan** said he would like to thank the members of the Finance Committee for their time, energy and wisdom that they have provided over the past few years. This Committee was created a few years ago with the objective of offering a thorough review and analysis of financial matters which would then be provided to the full Council; this analysis was intended to assist the full Council in making more well-informed and effective decisions regarding finance and personnel matters. The Committee members have spent untold hours over the last two and a half years in fulfilling this objective as they have examined and reported to Council on budget amendments, updates regarding employee pensions and medical benefits, the Village Hall lease, the Ottawa County Sheriff services contract, Tanglefoot park rentals and expenditures, the cell tower lease, annual employee compensation levels and revised job descriptions, Grand River Greenway expenditures and other issues, the refinement of accounting roles and procedures, occasional IRS issues, reporting to the State of Michigan, and the list goes on. This format has allowed us to examine key financial issues in great detail before bringing the Committee's recommendations before the full Council for its consideration at a Work Session. This process allowed Council to use its Work Session time more efficiently and effectively.

The untold number of additional hours that Dave and Bill have devoted to the Village in exercising their duties as Committee members was of course in addition to their regular commitment of time spent on Council meetings, Work Sessions, and their other committee assignments. Your time, energy, wisdom and positive attitude are greatly appreciated, and I want to thank you publicly for your service.

Council Member **Bennett** said he felt the roll of the Finance Committee was to ask questions of Marv and Chris and find out the real issues. **Bennett** asked if anyone could tell him, by looking at the financial report, how much money was in the bank account. **Bennett** said those are the types of issues that they were trying to hammer away at because this is a special type of accounting that isn't very easy to decipher. **Bennett** said they asked Marv simplify it for them and for the other Council members. **Bennett** said it was something that needed to be done because there were things that weren't right and needed to be drilled into.

Manager **Burns** said that they view their job as “educating” Council because if something were to happen her or Marv and someone else was sitting in her seat it was important that Council know what questions to ask and know what they are looking. If staff didn't share these things with Council, then Council doesn't know what questions to ask, and critical issues can fly right by them.

Council Member **Meyers** showed Council his large Finance Committee binder and explained that this was the amount of information they had gone over in the last 8 months. **Meyers** said the intent of this committee was not to hide or push an agenda through but to work through a myriad of issues with some that were really tough to see and talk about. **Meyers** commended the other 2 Finance Committee members along with Marv and Chris on the great job they did.

9. New Business and Reports by Village Council

No new Business at this time.

10. Status Report: Village Attorney

No report from the Village Attorney at this time.

11. Adjournment

On a motion by **VanStrate**, seconded by **Meyer**, Village Council adjourned the meeting at 9:43 p.m.

Maryann Fonkert, Deputy Clerk