



MINUTES

**Monday January 18, 2016
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: Doss, MacLachlan, Miller, Powers and Van Strate.

Absent: Nauta and Tepastte

On a motion by **Miller**, second from **Van Strate**, to excuse the absence of Council Members **Nauta and Tepastte**.

Yes: 5 No: 0

4. Approval of the Agenda

Motion by **Doss**, second from **Miller**, to approve the agenda as presented.

Yes: 5 No: 0

5. Consent Agenda

A. Approved the payment of the bills (checks numbered 57389-57476) in the amount of \$108,697.04.

B. Approved the minutes for the December 21, 2015 regular Council meeting.

C. Approved Rotary's use of Central Park for the 2016 Snow Jam events.

D. Approved Resolution 2016 – 01, a Resolution of Intent to Amend the Boundaries of the Downtown Development Authority and Designate a Public Hearing Date.

E. Approved three waste hauler licenses for the 2016 calendar year.

Licensed Waste Haulers in the Village			
	Allied Waste/Republic 1-877-698-7274	Kuerth Disposal 800-332-3496	Waste Management 800-796-9696
Trash Collection 90-96 Gallon Container	\$16.90/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 + \$6.00/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	\$10.00/month (bag) \$12.00/month (cart)	\$80.00/season	\$12.50/month + \$25 activation fee
Christmas Trees	Included	Not Offered	Included
Spring/Fall Clean- up	No Charge	No Charge	No Charge

F. Approved a proposed amendment to Spring Lake Township's tower lease with AT&T.

G. Approved the 4th Amendment to the Sewer Authority Agreement.

H. Approved a contract extension for planning and zoning services with the City of Grand Haven.

I. Approved a Letter of Understanding for DPW supervisory services with Spring Lake Township.

Motion by **Van Strate**, second from **Miller**, to approve the Consent Agenda.

Yes: 5 No: 0

6. General Business

A. Presentation – Consumers Energy Grant

The Village was the recipient of a Consumer Energy Tree Grant. Mr. Rich Houtteman, Lakeshore Area Manager, attended the meeting, introduced himself, and presented the check to Council.

Mr. Rich Houtteman, Lakeshore Area Service Manager for Consumers Energy, said he was in attendance to get to know the people in his area and to present a \$2,500 check to the Village for future public tree planting. Mr. Houtteman said that Consumers had trimmed about 150 miles worth of streets and hitting over 16,000 trees in Ottawa County in the past 2 years. Mr. Houtteman said he did some research on the Village and in 2014 the Village had about 2,300 outages as a result of wind and trees and he was happy to say that in 2015 there was only 1 outage of 93 people, so 2015 over 2014 was a dramatic improvement.

President **MacLachlan** said he had noticed the significant reduction in outages over the last five years and even though people don't like the tree trimming, it seems to work.

Mr. Houtteman presented the \$2,500 check to Tree Board Members, Megan Doss and Lee Schuitema.

B. Presentation – Spring Lake District Library Annual Report

Mr. Tom Cousineau, Mr. Ernie Petrus and Ms. Mary Eagin attended the meeting and gave Council the annual report from SLDL.

Mr. Cousineau, (Library Board President) introduced himself, Ms. Eagin (Library Treasurer and Township Board Member) and Mr. Petrus (Village Board Member) and went over some of the major developments outside of the Library. Mr. Cousineau explained that there was a District Library Establishment Act that was written a number of years ago and that Library Director, Claire Sheridan discovered a major flaw in this Act and with the help of the Michigan Library Association, State Senator Meekoff and State Representative Price they were able to get an amendment and close this loop hole. Mr. Cousineau said that the second major development for the Library this past year was their Service Agreement with Crockery Township which took effect on January 1st, and to date they have 896 Crockery residents that have library cards which was about a tenth of the Library total. Mr. Cousineau explained that the third major item was that the Library was invited to collaborate with the Ottawa County Technology Group and the location was where the Village and Township broadband cable will join the Ottawa Technology Group fiber network.

Mr. Petrus gave Council an overview of some of the new programs that were available through the Library such as Hoopla where you can instantly borrow free digital movies, music, eBooks and more with no late fee using your

library card. Mr. Petrus said they also have a program called Learning Express which was an interactive online learning program to help people study for anything from GED's, Career Certification, to work place skill improvements and has over 770 practice tests to help the community improve themselves. Mr. Petrus said other new programs included the Digital Media Lab with resources that included a green screen, filming kit with lighting and microphones, film, slide and negative scanners and a program called 1000 Books before Kindergarten. Mr. Petrus said the amount of programs the Library provides is incredible and every year approximately 180,000 people visit the Library.

President **MacLachlan** asked about an issue with logging in to sign up for a class that his wife had. Ms. Eagin said they were working on that issue and have been upgrading their system.

Mr. Lee Schuitema, 408 E Exchange Street, said that he had used a program for 4H kids when he was a leader that was called "Careers Unlimited" and asked if the Library had anything like that. Ms. Eagin said that she was not aware of anything like that and Mr. Petrus made a note to check into that program.

Ms. Eagin reported that the funding from Crockery Township had come at a key time for the Library since the Village had made a decision to reactivate the TIF, which meant that the taxes collected in the TIF district would no longer go to the Library and other community agencies. Ms. Eagin said that while they were very supportive and want the Village to thrive and stay updated, there would be a financial impact on the Library so the Crockery funding was vital to maintain and continue to provide services and maintain the facility. Ms. Eagin explained the contract between Crockery Township and the Library and how they had used the money from that contract. Ms. Eagin also explained what upgrades and updates they would be doing in the coming year such as continuing to upgrade resources and services, upgrade to LED lighting, replace and upgrade building controllers and they are also looking at adding solar panels to the roof for significant utility savings. Ms. Eagin said the Board members were all very mindful of the use of the money they were entrusted with.

Council Member **Powers** complimented the Library on the great job they did.

C. Approval of a Cleaning Contract with CSM Services

Every renter at Barber School has a different standard of "clean" and it has proven challenging to monitor and inspect Barber School between renters (especially on weekends). The Friends of Barber School met on January 12, 2016 to discuss options and have recommended a mandatory cleaning fee and a company to perform cleanings between renters.

Manager **Burns** reported that the Friends of Barber School had met and discussed options for the cleaning of this facility and their recommendation was to amend the contract with renters to include a mandatory \$25 cleaning fee associated with the use of Barber School assuming that CSM can come in and clean in an hour. **Burns** said if it had been left extremely messy and it takes longer than an hour the additional costs would come out of the renter's security deposit. **Burns** said this would be on an on-call basis where Mary would call CSM to clean in-between renters.

Motion by **Doss**, second from **Powers**, to approve the contract with CSM and to adjust the rental agreement for Barber School to reflect the change in the cleaning policy.

Yes: 5 No: 0

D. Approval of a contract with API for paving at Central Park

API had submitted a bid to provide paving as part of the Central Park Restoration Project. The quote expires this month, so it was necessary to approve the quote to hold the pricing for an early spring start date. The total quote is for \$101,655.60 of which \$22,419.05 was for the repaving of Central Avenue, which was classified as a local street.

Manager **Burns** explained that they had pulled the asphalt bid from the overall contract because of a very large donation from Midge and Gary Verplank with the understanding that API would be granted that contract. **Burns** said that, as long as she has been with the Village, API have always been the low bidder on asphalt simply because they are located in Muskegon and the next closest asphalt plant was in Zeeland or Grand Rapids and mobilization costs make them not competitive with API. **Burns** explained that the bidding policy does allow for Council to make exceptions for the standard 3 bids and that was what they were asking for in this case, to approve the quote of \$101,655.60. **Burns** said that \$22,419.05 was not for the Central Park Capital Campaign but for the paving of Central Avenue because Roger Belknap, while he was still with the Village, felt that Central Avenue was in very poor condition and it would behoove the Village to consider repaving when they were doing the Pickle Ball courts and the parking lot of Central Park. **Burns** said the \$22,419.05 was not necessarily budgeted, but they did get funding from MDOT for \$26,000 that was a onetime deal, and also the mileage that passed in Ottawa County that was predominantly used for Summit and Visser repaving. **Burns** said they would need to transfer about \$10,000 from Major Streets to Local Streets to cover the repaving.

Motion by **Doss**, second from **Miller**, to make an exception from the requirements of the Purchasing Policy, requiring three bids, based upon a

large donation which was received in connection with this project and to accept the single bid from API for reasons that historically they have performed very well and to approve the contract with API to provide paving as part of the Central Park Restoration Project as presented.

Yes: 5

No: 0

7. Department Reports

A. Village Manager

Manager Burns updated Council on Sgt. Kik's recovery. **Burns** reported that the Kabota snow blower, used to clean sidewalks, has broken down and will be taken in for repair so sidewalk clearing will take a little longer because they will only be running the Wacker. **Burns** also reported that the water heater at Village Hall sprung a leak over the weekend and caved in a portion of the ceiling in John Nash's office and the circulating pump at the old Township Hall broke down and causing frozen pipes and \$2000 worth of damage. Burns said two Ordinance issues had come up today that she wanted to run past Council. **Burns** said the first one was a complaint regarding a neighbor feeding birds. **Council** discussed this and was not interested in banning bird feeding in the Village. **Burns** said the second one was a request from a resident to put a flat roof on their home which is not allowed per the Ordinance. **Council** asked why a flat roof was not allowed. **Burns** said that if you have an Ordinance that requires a 3/12 pitch roof that eliminates the possibility of a mobile home being put in the Village. **Council** agreed that they do not want to change the Ordinance to allow flat roofs.

Powers asked if they were going to look into the Ordinance to prevent people from purchasing homes in the Village just to tear down and build new. **Burns** said that would be up to Council and their Goal Setting/Strategic Planning was coming up and they need to look at both Code of Ordinance and Zoning Ordinance.

B. Clerk/Treasurer/Finance Director

C. OCSO (none included this month)

D. Fire (none included this month)

E. 911

F. DPW (none included this month)

G. Building

H. Water

I. Sewer

J. Minutes from Various Board & Committees

1. Parks & Recreation

2. Planning Commission

3. Historic Commission

8. Old Business and Reports by the Village Council

Doss reminded everyone that she is asking every Council Member to give at least \$25 to the Central Park Capital Campaign.

9. New Business and Reports by Village Council

No New Business at this time.

10. Status Report: Village Attorney

No Status Report from the Village Attorney at this time.

11. Statement of Citizens

No Statements of Citizens at this time.

12. Adjournment

Motion by **Van Strate**, second from **Doss**, Village Council adjourned the meeting at 7:55 p.m.

James MacLachlan, Village President

Maryann Fonkert, Deputy Clerk