

Village of Spring Lake

Council Work Session

May 8, 2017

7:00 p.m.

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

www.springlakevillage.org

1	<p>7:00 p.m. – SaveMICity (Anthony Minghine – Michigan Municipal League)</p> <p>Spring Lake Village, Spring Lake Township, Grand Haven Rotary, and the Cities of Muskegon and North Muskegon are welcoming Tony Minghine from the Michigan Municipal League to our communities to talk about the impact of Michigan’s failing municipal funding system. Tony will be at the SLT meeting immediately prior to attending our work session.</p> <p>http://www.savemicity.org</p>
2	<p>7:40 p.m. – Courtyard Concerts (Gary Hanks)</p> <p>Sunday, Sept 10, 2017 is the 4th annual Courtyard Concert. In 2018, it will be on Sunday Sept 9th. There will be three acts this year instead of two. They will start about an hour earlier so that they can finish up about the same time.</p> <p><u>Headliner:</u> Jesse Terry, singer/songwriter</p> <p><u>Co-Billed:</u> Birds of Chicago Seth Glier</p> <p>Mr. Hanks is asking for approval for both the 2017 and 2018 Courtyard Concerts.</p>
3	<p>7:45 p.m. – Cross Connection Control Plan (John Stuparits & Paul Patterson)</p> <p>The proposed plan needs to be approved by Council prior to being submitted to the DEQ.</p>
4	<p>8:00 p.m. – Cross Connection Ordinance Amendment (John Stuparits)</p> <p>The public hearing for the proposed ordinance change will take place on May 15, 2017.</p>

5	<p>8:05 p.m. – Equipment Sharing (Spring Lake Township)</p> <p>The Township/Village committee has been working on this concept for 6+ months. Our goal is (obviously) to find the best use of our resources (financial and equipment). Attorney Ron Bultje drafted the attached proposal for equipment sharing.</p>
6	<p>8:15 p.m. – Fee Schedule (Parking Ordinance)</p> <p>At their May meeting, Council briefly discussed waiving the \$5 licensing fee for residents who wish to apply for a permit to park in the right-of-way. Staff’s recommendation would be to waive the fee for all permits obtained in 2017.</p>
7	<p>8:17 p.m. – Budget Amendments (Marv Hinga)</p>
8	<p>8:20 p.m. - Set Public Hearing for Budget Adoption (Marv Hinga)</p> <p>The public hearing for the adoption of the 2017/2018 Fiscal Year budget will take place on June 12, 2017 at 7:00 p.m. at Barber School. The public notice is attached for your review with the millage rates reflecting a slight increase in the operating millage and a slight decrease in the debt millage from the previous fiscal year. This results in no net change from the previous year.</p>
9	<p>8:23 p.m. - Delinquent Water/Sewer Charges (Marv Hinga)</p> <p>According to Sec 78-176 all delinquent water/sewer bills (including penalties) that are 3 months or more past due can be placed on summer taxes as a lien against the property. Sec 78-342 allows the Village to place a lien on property to recover costs of mowing. These assessments need to be approved by Council at the May meeting for placement on the taxes in June.</p>
10	<p>8:25 p.m. – Designate an Alternate for Sewer Authority</p> <p>While in-between DPW Directors, Marv Hinga was named as the alternate Village representative on the Sewer Authority Board. It would seem appropriate that the alternate should now be John Stuparits.</p>
11	<p>8:27 p.m. – Communications</p> <ul style="list-style-type: none"> • Beautification Proposal

	<ul style="list-style-type: none">• Tree Donation
12	8:28 p.m. - Minutes Minutes of the April 17, 2017 Work Session are attached for your review. The April 24, 2017 regular meeting will be ready by Monday night. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to May 11, 2017.
13	8:29 p.m.- 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.
14	Adjourn

Community Financial Health Forum

- Learn about Michigan's failing municipal funding system
- Hear what the impact has been for local government
- Discuss potential solutions

Monday, May 8, 2017

6:00 p.m.

Barber School, 102 W. Exchange



7:00 p.m.

Village Hall, 102 W. Savidge



Presented by



Anthony Minghine
MML Chief Operating Officer
& Associate Executive Director

Residents, business owners, neighbors and other stakeholders are all welcome to attend this FREE presentation.



www.saveMlcity.org
#saveMlcity



michigan municipal league

Prepared for:

Village of Spring Lake

102 W. Savidge Street
Spring Lake, MI 49456

CROSS CONNECTION CONTROL PLAN

For



Spring Lake Village

Village Approved: May 15, 2017

MDEQ Approved: "[Insert State approval date]"

Prepared by:

HydroCorp
5700 Crooks Road, Suite 100
Troy, MI 48098

P: 248.250.5000 or F: 248.786.1789

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1. INTRODUCTION AND PURPOSE

When safe drinking water has been produced and pumped into the public water distribution system, precautions must be taken to be certain that it is not tainted with unsafe water or contaminants from other sources. Almost every water-using premises may have actual or potential cross connection hazards. Contaminated backflow into the public water distribution system, due either to back pressure or back siphonage, from processes, appliances, or from secondary water sources, can occur.

The purpose of this Cross Connection Program is to prevent safe drinking water in the public water distribution system from being tainted with unsafe water or contaminants from other sources.

2. DEFINITIONS

The following listed words and phrases are defined for the purpose of their use in this Program. These definitions shall apply in the interpretation and enforcement of this Program unless otherwise specifically stated.

"Backflow" means water of questionable quality, or which is contaminated with wastes or other contaminants, which enters a public water supply system due to a reversal of flow.

"Coordinator" means the person or agent designated in writing from time to time by the chief executive of the Water Utility to have responsibility for administering all aspects of the Program. In the absence of such a designation, the chief executive of the Water Utility shall be the Coordinator.

"Cross Connection" means a connection or arrangement of piping or appurtenances through which a Backflow could occur.

"High Hazard" means contamination or an impairment of the quality of the potable water which creates an actual hazard to the public health through poisoning or through the spread of disease by sewage, industrial fluids or waste.

"Low Hazard" means pollution or an impairment of the quality of the potable water to a degree which does not create a hazard to the public health but which does adversely and unreasonably affect the aesthetic qualities of such potable water for domestic use.

"MDEQ" means the Michigan Department of Environmental Quality or any similar successor agency of the Michigan state government that has responsibility for the regulation of public water systems.

"Ordinance" means the Village of Spring Lake Cross Connection Ordinance. A copy of the Ordinance is attached as **Appendix A**.

"Person" means a firm, association, partnership, joint venture, corporation, limited liability company, trust, municipal, or public entity, or any other legal entity, or a consortium of any of them, as well as a natural person.

"Program" means this cross connection control program including all attachments, appendices, and charts.

"Safe Air Gap" means the minimum distance of a water inlet or opening above the maximum high water level or overflow rim in a tank, vessel, fixture, container, or appliance to which

public water is furnished. This minimum distance shall be not less than two times the inside diameter of the water inlet pipe, but shall not be less than one (1") inch.

"Secondary water supply" means a water supply system maintained in addition to a municipal type public water supply, including but not limited to water systems from ground or surface water sources not meeting the requirements of Act No. 98 of the Public Acts of 1913, as amended, being sections 325.201 to 325.214 of the Compiled Laws of 1948, or water from a public water supply which in any way has been treated, processed, or exposed to any possible contaminant or stored in other than an approved storage facility.

"Submerged inlet" means a water pipe or extension thereto from a public water supply terminating in a tank, vessel, fixture, or appliance which may contain water of questionable quality, waste, or other contaminant and which is unprotected against backflow.

"Water Utility" means the Village of Spring Lake water and sewer department.

3. AUTHORITY

In accordance with the requirements set forth in P.A. 399, Part 14 of the State of Michigan this Program has been adopted by resolution of the Village of Spring Lake Council and completely replaces any previously promulgated programs for Cross Connection enforcement. This Program may be amended by resolution of the Village of Spring Lake Council at any time.

4. PROGRAM APPROACH

The objectives of this program will be met primarily by:

- Routinely inspecting water customers for cross connections or potential cross connections.
- Requiring water customers to test backflow prevention assemblies.
- Maintaining cross connection control records.
- Actively enforcing violations of the program.
- Providing public education.
- Reporting the status of the program to the MDEQ.

The Village of Spring Lake shall ensure that there are adequate personnel and resources to carry out the necessary field and administrative requirements for this program. The Village adopts the MDEQ, Water Bureau Cross Connection Rules Manual as a guide to prevent and eliminate cross connections.

5. CROSS CONNECTION CONTROL COORDINATOR

The Coordinator shall be responsible for administering all aspects of the Program. The Coordinator shall have the appropriate training in Cross Connections through the MDEQ, American Society of Sanitary Engineers, or other recognized agencies and/or organizations as approved by the Chief Executive of the water utility. Any Water Utility staff or personnel from an inspection agent retained by the Water Utility that assist the Coordinator with inspections shall also have the same training and certifications or licensure as are provided above with respect to the Coordinator.

6. INITIAL INSPECTIONS

The schedule for customer inspections for Cross Connections shall be in accordance with **Chart 1**. As soon as reasonably possible after the Program becomes effective, the Coordinator shall review the Water Utility non-residential water customer list and determine those non-residential water customers that have the potential to have a High Hazard Cross Connection. Initial inspections shall then commence. All initial inspections shall be documented by completing the initial inspection form found in attached **Appendix B**.

**Chart 1
Initial Customer Inspection Schedule**

All Non-Residential Customers with a Potential High Hazard Cross Connection(s)	Within 1 year of review of non-residential customer list
All Other Non-Residential Customers	Within 5 years of review of non-residential customer list

7. RE-INSPECTIONS

Re-inspections of all non-residential customers shall be periodically and systematically conducted for the presence of new Cross Connections and/or modifications to the water customer's water piping system. The schedule for re-inspections shall be as shown on Chart 2. Whenever it is suspected or known that modifications have taken place with respect to a water customer's water piping system or with respect to any equipment or process system that affects the water customer's water piping system, a re-inspection shall be made at that time. All re-inspections shall be documented by completing the re-inspection form found in attached **Appendix B**.

**Chart 2
Re-Inspection Schedule**

Non-Residential Customers with High Hazard Cross Connection(s)	Annual
All Other Non-Residential Customers	Every five years

8. FACILITY CONTAINMENT

"Containment" * is the installation of a backflow prevention device between the facility and public distribution systems. Containment assures there is no chance for water of questionable quality to leave a facility and to enter the public distribution system.

While a facility may be contained, the Authority may still require an inspection downstream of the containment device(s). It is the responsibility of the facility to provide potable water at all times to its employees and/or public. Failure on the facility's part to take corrective action would constitute a violation thus exposing the facility to possible legal ramifications.

A Containment Notice will be issued for any one of the following:

- Facility determined to be high hazard
- Refusal to comply with the normal steps for non-compliance
- Facility does not allow free and unlimited access to areas requiring inspection/survey
- Piping not differentiable or determined to be complex
- Piping is not readily accessible (i.e. concealed piping)
- Multiple piping systems
- Inadequate piping identification
- Facility changes their plumbing configurations on a regular frequency
- Secondary/auxiliary water sources
- Manufacturing/use of industrial fluids in piping systems or facility operations
- Refusal of entry
- No current as-built/engineering drawings of the potable water system

Containment device(s) does not negate the facility's responsibility to ensure the internal water system is protected utilizing appropriate backflow prevention methods.

9. RESIDENTIAL CUSTOMERS

A.

EDUCATIONAL MATERIALS. The elimination of residential Cross Connections will be achieved primarily through the publication and distribution of educational materials. The Coordinator will either publish educational materials in a newspaper of local distribution or mail educational materials directly to all residential customers, or both in the discretion of the Coordinator, at a minimum frequency of at least once every three years.

B.

SUSPECT RESIDENTIAL CUSTOMERS. During the installation or replacement of water meters, a Cross Connection inspection shall be completed. If any violations are discovered, they will be reported to the Coordinator, who shall take appropriate enforcement action following the procedures specified in Section VIII above, for Low Hazard Enforcement. If a testable device is installed, the Coordinator shall add this customer to the testable device list.

10. METHODS OF PROTECTION

The methods that may be employed to protect against the hazards of a particular Cross Connection shall be in accordance with the requirements specified in the Michigan State Plumbing Code and the Michigan Residential Code. The MDEQ Cross Connection Control Guidance Manual may also be used as a guide when selecting appropriate methods of protection.

11. TESTING BACKFLOW PREVENTION ASSEMBLIES

When inspections have been completed, a comprehensive list of backflow preventers installed on customer plumbing systems will be on record. The backflow preventers that are testable assemblies shall be placed on a routine testing schedule. All testable assemblies will be tested upon installation, upon repair and on an annual basis.

Upon notice from the Village, it shall be the responsibility of the water customer to arrange for the assembly to be tested and submit the completed test form.

Following the initial cross connection inspections and subsequent classification of accounts (e.g. assigning a degree of hazard), assembly testing notices shall be sent to customers each year. The notices shall be sent out in a timely manner in order to provide adequate time for customers to comply, and the timing will consider seasonal assemblies. Template notices in Appendix C may be used to inform customers of testing requirements. These notices will:

- Clearly identify the assembly requiring testing (size, make, model, location, etc.)
- Stipulate the date by which the assembly must be tested.
- Indicate that tests must be completed by a certified tester. A list of approved testers may be provided and updated lists may be obtained from the DEQ.
- Enclose a standard test form (see Appendix D).

When assembly testing reports are received by the utility, they will be checked for the following:

- All the necessary information was provided
- Name and certification number of the tester is provided
- The test results appear valid
- The assembly tested matches the assembly requiring testing (Make, Model, etc.)
- The assembly is approved

Cross connection control program staff will follow up with owner or tester on questionable test forms. A customer may be asked to have an assembly retested if the original test results do not appear valid. Test forms must be received and kept on record for each required test.

12. ENFORCEMENT

To protect public health, water customers found to be in violation of the cross connection rules will be brought into compliance in a timely manner or lose their privilege to be connected to the public water system. To properly enforce these rules, the Village ordinance provides authority to inspect facilities, terminate water service, and assess fines.

Following an inspection, the customer will be sent either a compliance notice or a non-compliance notice. The timeframe to complete the necessary corrective actions is at the discretion of the coordinator and will be based primarily on the degree of risk posed by the violation but should also consider the complexity/cost of the necessary corrective actions. Cross connections that pose an imminent and extreme hazard shall be disconnected immediately and so maintained until proper protection is in place. Cross connections that do not pose an extreme hazard are generally expected to be eliminated within 30-60 days. The necessary corrective action and deadline shall be described in the non-compliance notice to the customer.

Failure to submit a test form for a backflow prevention assembly that has successfully passed testing requirements constitutes a cross connection and must be corrected and may result in the termination of water service and/or the assessment of a fine(s).

If a water shut off is necessary to protect the public water system, the local health department, fire department, local law enforcement and the Village manager may need to be notified.

13. RECORDS

A system of cross connection record keeping shall be maintained. Special software specifically for cross connections may be used for:

- Efficient record searches
- Easy reporting
- Simple updating
- Automatic letter generation
- Automatic deadline notification

All cross connections account information must be in the records including:

- Address and location
- Owner name and contact information
- List of testable assemblies
- Description of other cross connections within the facility
 - Air gaps
 - Non-testable assemblies
- Degree of hazard classification and basis
- Required re-inspection frequency
- Photos or sketches if available

All testable assemblies must be in the records including:

- Location of the assembly
- Name and contact information of assembly owner
- Make, model, and size of assembly
- Degree of hazard classification
- Required testing frequency and basis

Tracking changes in water use or tracking new customers is a critical part of the cross connection program. The Village shall make every attempt to prevent/eliminate cross connections at installation to ensure future compliance. An effort shall be made to cooperate and communicate with the local plumbing code inspector to better accomplish this goal.

Standard letter, form, and report templates may be used to simplify the program requirements including:

- Inspection forms
- Assembly testing forms
- Inspection and/or assembly testing notification letters
- Noncompliance letters
- Water service termination notice
- Hydrant use authorization forms

Copies of the written cross connection control program, ordinance, and DEQ approval letter should be kept on file. Copies of the MDEQ annual reports shall be kept for a minimum of 10 years.

14. PUBLIC EDUCATION

The cross connection control program staff must have a good understanding of the program. The Village shall ensure their cross connection control staff receives proper in-the-field training as well as classroom education focusing on terminology, backflow prevention devices/assemblies, regulations, and hydraulic concepts. In addition, cross connection control staff will be encouraged to receive continuing education to be made aware of new backflow prevention devices/assemblies, regulation changes (i.e. plumbing code updates), new water use devices that pose cross connection concerns, etc.

Furthermore, attempts to educate the public about cross connections will be made by distributing pamphlets on common residential cross connections, visiting schools, providing onsite education of facility management and maintenance staff during routine inspections, speaking at condominium association meetings, showing videos on local access channels, or posting newspaper announcements.

Cross connection staff shall also be available upon request to provide backflow prevention education to pertinent community officials and Village employees.

15. ANNUAL REPORT

Part 14 of the Michigan Safe Drinking Water Act requires that each community report the status of their program to the MDEQ annually. The report summarizes testing, inspection, and corrective action efforts. Cross connection records shall be on file to document each number on the report. The annual report form shall be filled out completely and submitted by the deadline. A narrative description shall be included explaining any unusual numbers or significant events such as:

- The addition or loss of a cross connection staff person
- Greatly expanded/contracted number of cross connection accounts
status of accounts not currently in compliance

16. MISCELLANEOUS

RULES APPLYING TO TEXT. The following rules of construction apply to the text of this Cross Connection Control Program:

The particular shall control the general;

The headings which title various articles and sections are for convenience only and are not to be considered in any construction or interpretation of the Program or as enlarging or restricting the terms and provisions of this Program in any respect;

The word "shall" is always mandatory and not discretionary. The word "may" is permissive;

Words used in the present tense shall include the future, words used in the singular number shall include the plural, and words used in the plural number shall include the singular, unless the context clearly indicates the contrary;

Any word or phrase not defined in this Program shall be considered to be defined in accordance with its common or standard definition.

ADMINISTRATIVE LIABILITY. Neither the Coordinator nor any other Water Utility officer, agent, or employee, or any officer, agent, or employee of the Village of Spring Lake shall render himself or herself personally liable for any damage that may accrue to any person as a result of any act, decision or other consequence or occurrence arising out of the discharge of his or her duties and responsibilities pursuant to this Program.

SEVERABILITY. This Program and the various parts, paragraphs, sections, subsections, sentences, phrases, and clauses thereof, are hereby declared to be severable. If any part, paragraph, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid, it is hereby provided that the remainder of this Program shall not be effected thereby.

SAVINGS CLAUSE. Any actions pending on the effective date of this Program and which arose under a previous program which is replaced by this Program shall be finally concluded and resolved exactly as if the previous program had not been repealed.

EFFECTIVE DATE. This Program shall become effective on July 17, 2002

APPENDIX A - LOCAL ORDINANCE

Sec. 78-44. - Cross connections.

- (a) *Prohibition.* No cross connection of any water supply with the public water supply of the village which would violate the water supply connection rules of the state department of health contained in the Michigan Administrative Code shall be made.
- (b) *Inspection.* The village manager or the manager's designated representative shall have the right to enter at any reasonable time any premises connected to the village water system for the purpose of inspecting the related piping system for cross connections. On request, the owner, lessee or occupant of the premises served by the village water system shall furnish to the village manager or the manager's designated representative any pertinent information relating to the piping system on such premises.
- (c) *Discontinuance of water service.* The village manager or the manager's designated representative is authorized and directed to discontinue water service, after reasonable notice, to any premises where a cross connection has been made in violation of this section. In addition, the village manager or the manager's designated representative shall take such other precautionary measures as shall be necessary to eliminate any danger of contamination of the village water system. Water service which has been discontinued because of a cross connection shall not be restored until the cross connection has been eliminated and a fee as established by the village council has been paid to the office of the village manager.
- (d) *Enforcement.* The provisions of this section may be enforced with the bringing of appropriate action for injunction, mandamus or otherwise in any court having jurisdiction. Any violation of this section is deemed to be a nuisance per se. In addition, any person violating the provisions of this section shall be guilty of a misdemeanor and subjected to punishment as provided in section 1-8

(Code 1982, § 19-29)

Sec. 78-45. - Rules and regulations.

The village council may adopt by resolution rules and regulations governing the type and quality of materials and accessories to be used for connection to the system, construction methods for connection to the system, and other operations and maintenance matters pertaining to the system. Violation of any such rules or regulations shall constitute a violation of this article and shall be subject to the penalties and other remedies prescribed in this article.

(Code 1982, § 19-30)

Sec. 78-46. - Disruption of service.

The village shall not be liable for any failure or deficiency in the supply of water to water customers, whether occasioned by maintenance or repair of the system, or any other cause.

(Code 1982, § 19-31)

Sec. 78-47. - Violations.

Any person violating any of the provisions of this article shall be deemed guilty of a misdemeanor and upon conviction shall be punished as provided in section 1-8. In addition to the penalties set forth in that section, the village may maintain equitable or legal action available to it for the abatement of any violation of this article.

(Code 1982, § 19-32)

Secs. 78-48—78-70. - Reserved.

APPENDIX B - FIELD FORMS

HydroCorp

Cross-Connection Control Survey/Inspection Report

Facility Name _____	Survey Date _____
Facility Name 2 _____	Survey By _____
Service Loc/Address _____	
Contact Name _____	Contact Phone _____
Area Name _____	Acct Number _____
Service Type _____	Facility Status _____
Comments	_____

BFP/CC Info

# 1	Location Floor _____	Location Room _____	<input type="checkbox"/> Confinement															
	Equip Location _____		<input type="checkbox"/> UD CB 1															
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		Install Date _____	Status _____															

APPENDIX C - NOTICE TEMPLATES

Cross Connection Control Program Inspection Notice

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The Purpose of the “[Insert Client Name]”’s Cross Connection Control Program, as defined in the local Ordinance “[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

The “[Insert Client Name]” will be working jointly with inspectors from Hydrocorp to conduct these inspections. Thank you in advance for your cooperation in this matter.

As part of this program, an inspection of your facility's internal water system is to be completed. Inspectors will be reviewing your water system for connections that could possibly contaminate the water distribution system. The inspection is tentatively scheduled for “[Insert Inspection Date]”, our inspector will do their best to be on site this day however we may be on site a day or two before or after the scheduled date. The inspection must be completed during normal business hours 8:00 AM to 5:00 PM. If you need a more specific time please call 1.800.690.6651 to arrange an appointment.

Any costs associated with the replacement, modification, installation and/or testing of backflow prevention assemblies is the responsibility of the property owner/manager and/or occupant.

You will be notified following the inspection if modification(s) and/or testing of backflow prevention assemblies are necessary. We look forward to working with you in protecting the drinking water supply. If you have any questions or concerns, please contact **Hydro Corp at 800-690-6651 or visit our website at www.Hydrocorpinc.com**

Cross Connection Control Program Inspection Compliance Notice

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the "[Insert Client Name]"'s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

As part of this program, an inspection of your facility's internal water distribution system was completed on "[Insert last Inspection Date]". Inspectors reviewed your water distribution system for any piping or connections that could possibly contaminate the water distribution system.

Your facility was either found compliant and/or the necessary changes made to comply with Ordinance "[Insert Ordinance number]" . This inspection is valid until your facility's next scheduled inspection date. You will receive future notice for your next inspection date.

If your facility has backflow prevention assemblies requiring testing, you will be receiving additional notice detailing test requirements.

If you have any questions or require additional information, please contact **HydroCorp at 800-690-6651** or visit our website at **www.Hydrocorpinc.com**

Cross Connection Control Program Containment Compliance Notification

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

A Cross Connection Control inspection was performed at your facility. At that time, it was determined that your facility's potable water system is "contained" by an approved, properly installed backflow prevention device or assembly at the main inlet which is intended to minimize the potential backflow threat to the "[Insert Client Name]" 's public water system. Therefore, your facility has met the intent of the inspection portion of the Cross Connection Program as defined in Ordinance "[Insert Ordinance number]" . Compliance with the inspection portion of the program requirements shall remain in effect until your facility's next scheduled inspection date.

However, to fully meet the intent of the CCC Program, two- (2) items must be addressed:

1. Inspection of the facility ? **Completed**
2. Successful annual testing of any existing testable backflow prevention assemblies within your facility.

This facility will be in **Compliance** with the Cross Connection Control Program when the existing backflow prevention assemblies are tested this year and at yearly intervals hereafter. When it is necessary to test such assemblies your facility will receive a notification letter, test forms to be completed by a certified tester for each identified testable assembly, and a list of certified testers within your facility's area. Upon the successful testing of the backflow prevention assembly, please submit a copy of the completed test record(s) to Hydro Designs.

Note however it is still possible for existing cross connections within your facility to potentially affect the water quality within your internal plumbing system. The installation of an approved backflow preventer at the main inlet does not relieve your facility of the responsibility of providing potable water to your employees and the public. In order to comply with all applicable codes and laws, it is recommended that your facility:

- Have a cross connection control survey of the potable water piping system performed within your facility
- Ensure all piping systems downstream of the containment device/assembly are labeled properly
- Ensure backflow prevention assemblies connected to the potable water supply within your facility are tested annually

If you have any questions or require additional information, please contact please contact **Hydrocorp at 800-690-6651 or visit our website at www.Hydrocorpinc.com**

Request for Internal Cross Connection Control Information Notice

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the “[Insert Client Name]”’s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

As specified by Ordinance "[Insert Ordinance number]" , your facility is required to supply potable water free of existing and/or potential cross connections to its employees and/or the public. Due to the complexity of your internal piping, an inspection of the potable water piping system is necessary to determine if there are any existing and/or potential cross connections. This inspection must be completed by an individual or firm acceptable to the “[Insert Client Name]”.

The Potable Water Cross Connection Survey Report is to be submitted within 30 days from the date of this notice. Accompanied with the Potable Water Piping Cross Connection Survey Report shall be an Action Plan and timetable for correcting any deficiencies noted in the report.

If you have any questions or require additional information, please contact **HydroCorp at 800-690-6651 or visit our website at www.Hydrocorpinc.com**

Inspection Non-Compliance Notice 1

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the "[Insert Client Name]"'s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

An inspection of your facility's internal water distribution system was completed on "**[Insert Last Inspection date]**". Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. A list of requirements is enclosed.

Requirements on this list must be addressed using only State approved backflow prevention devices. A licensed plumber should be able to assist you with acquiring approved backflow prevention devices. Some backflow prevention devices (assemblies) also require testing by a State Certified Tester. We suggest that the licensed plumber installing the testable assemblies also have the state certification to test assemblies. ***All testable assemblies must be tested immediately at the time of installation.***

These requirements must be completed by "[Insert notice response date]" . After the requirements and devices have been installed (if applicable) please call the number below on or before the date listed above to schedule a compliance inspection. Failure to do so will result in future non-compliant notices.

To arrange for compliance review or if you require additional information, please contact Hydrocorp at 800-690-6651 or visit our website at www.Hydrocorpinc.com

Inspection Non-Compliance Notice 2

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the "[Insert Client Name]"'s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

As part of this program, an inspection of your facility's internal water distribution system was completed on "[insert last inspection date]". Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. A letter of notification was previously sent to you outlining the required corrective measures. For your reference, a duplicate list of requirements is enclosed.

Requirements on this list must be addressed using only State approved backflow prevention devices. A licensed plumber should be able to assist you with acquiring approved backflow prevention devices. Some backflow prevention devices (assemblies) also require testing by a State Certified Tester. We suggest that the licensed plumber installing the testable assemblies also have the state certification to test assemblies. ***All testable assemblies must be tested immediately at the time of installation.***

These requirements must be completed by "[Insert notice response date]" . After the requirements and devices have been installed (if applicable) please call the number below on or before the date listed above to schedule a compliance inspection. Failure to do so will result in future non-compliant notices.

To arrange for compliance review or if you require additional information, please contact Hydrocorp at 800-690-6651 or visit our website at www.Hydrocorpinc.com

Cross Connection Control Program Inspection Shut-Off Notice

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the "[Insert Client Name]"'s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" is to help eliminate possible contamination of the public water distribution system.

As part of this program, an inspection of your facility's internal water distribution system was completed on "[insert last inspection date]". Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. Two- (2) previous letters of notification were sent to you outlining the required corrective measures. For your reference, a duplicate list of requirements is attached.

We presently have no record or notification from you that corrective action has been completed. If you have already completed the requirements, please call the number below to schedule a compliance inspection.

You are hereby notified that in accordance with Ordinance "[Insert Ordinance number]" the water supply to the above noted premises will be discontinued as of "[Insert notice respnse date]" . Water service may not be resumed until corrective measures have been addressed.

Upon completion of the required corrective action, please contact **HydroCorp on or before the above date at 1.800.690.6651 to schedule a compliance review.**

Sincerely,

"[Insert Village Contact Name]"

"[Insert Village Contact Title]"

Annual Test Notice

TEST FORM DUE NO LATER THAN: "[Insert notice respnse date]"

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear **"[Insert greeting]"** ,

The purpose of the **"[Insert Client Name]"**'s Cross Connection Control Program, as defined in Ordinance **"[Insert Ordinance number]"** , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This correspondence addresses testing of backflow prevention assemblies, and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate it is time for testing of backflow prevention assemblies at your facility. The enclosed preprinted test forms are the only test forms that will be accepted. Testing should be completed in advance of the completion date noted to allow for repair(s) should they be necessary. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing is attached for reference.

Following completion of assembly testing and/or repairs, completed test forms may either be faxed to 248-786-1789, or mailed to the following address:

**"[Insert Client Name]"
C/o HydroCorp
5700 Crooks Road, Suite 100
Troy, MI 48098**

Backflow prevention assemblies within the **"[Insert Client Name]"** are required to be tested on an annual basis. Our records indicate that we have not received the annual test reports on the following backflow assemblies enclosed with this letter.

Completed test forms are to be returned by **"[Insert notice respnse date]"** . Please retain a copy of the device test results for your records.

If you have any questions or require additional information, please contact **Hydrocorp at 800-690-6651 or visit our website at www.hydrocorpinc.com**

Sincerely,

**"[Insert Village Contact Name]"
"[Insert Village Contact Title]"**

Test Notice #2

TEST FORM DUE NO LATER THAN: "[Insert notice respnse date]"

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear **"[Insert greeting]"** ,

The purpose of the **"[Insert Client Name]"**'s Cross Connection Control Program, as defined in Ordinance **"[Insert Ordinance number]"** , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This is your **second notice** pertaining to testing of backflow prevention assemblies, and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate 1) it is time for testing of backflow prevention assemblies at your facility and that 2) you have not yet returned the previously provided test forms. For your convenience, we have enclosed additional preprinted test forms. Testing of backflow prevention assemblies must be completed by a Michigan Registered Tester. A partial listing is attached for reference.

Following completion of assembly testing and/or repairs, completed test forms may either be faxed to 248-786-1789, or mailed to the following address:

**"[Insert Client Name]"
C/o Hydrocorp, Inc.
5700 Crooks Road, Suite 100
Troy, MI 48098**

Completed test forms are to be returned by **"[Insert notice respnse date]"** . Please retain a copy of the device test results for your records.

If you have any questions or require additional information, please contact **Hydrocorp at 800-690-6651 or visit our website at www.hydrocorpinc.com**

Sincerely,

**"[Insert Village Contact Name]"
"[Insert Village Contact Title]"**

Testing Shut-Off Notice

TEST FORM DUE NO LATER THAN: "[Insert notice respnse date]"

"[Insert date]"

"[Insert mailing address]"

RE: "[Insert facility name]" at "[Insert facility address]"

Dear "[Insert greeting]" ,

The purpose of the "[Insert Client Name]"'s Cross Connection Control Program, as defined in Ordinance "[Insert Ordinance number]" , is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

This is your **third notice** pertaining to testing of backflow prevention assemblies, and is independent of previous correspondence pertaining to site inspection(s). Periodic testing of backflow prevention assemblies is required to ensure proper working order.

Our records indicate that you have not yet returned the previously provided test forms. For your convenience, we have enclosed additional preprinted test forms. Testing of backflow prevention assemblies must be completed by a State approved certified tester. A partial listing is attached for reference.

You are hereby notified that in accordance with Ordinance "[Insert Ordinance number]" , the water supply to the above noted premises will be discontinued as of "[Insert notice respnse date]" . Water service may not be resumed until testing of backflow prevention assemblies has been completed.

Following completion of assembly testing and/or repairs, completed test forms may either be faxed to 248-786-1789, or mailed to the following address:

**"[Insert Client Name]"
C/o Hydrocorp, Inc.
5700 Crooks Road, Suite 100
Troy, MI 48098**

Please retain a copy of the device test results for your records. If you have any questions or require additional information, please contact **HydroCorp at 800-690-6651 or visit our website at www.Hydrocorpinc.com**

Sincerely,

**"[Insert Village Contact Name]"
"[Insert Village Contact Title]"**

APPENDIX D - TEST FORM

Fax Form to
248-786-1789

Hydro Designs Inc.
5700 Crooks Rd.
Suite 100
Troy, MI 48098

Backflow Prevention Device Inspection and Maintenance Report Form

Owner of Property _____ Return Form By: _____

Mailing Address _____ Test Date _____

(Town) (ST) (Zip)

Contact Person _____ RBPB DCV PVB

Device Address _____ RPDA DDCV SVB

(Town) (ST) (Zip)

Permit Number _____

Exact Location _____ Make _____ Model No. _____

Size _____ Serial No. _____

Line PSI _____	Reduced Pressure Backflow Preventer			Pressure Vacuum Breaker	
	Double Check Valve Assembly		Relief Valve	Check Valve	Air Inlet
	Check Valve No. 1	Check Valve No. 2			
Initial Test PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	Closed Tight <input type="checkbox"/> Leaked <input type="checkbox"/> _____PSID	Closed Tight <input type="checkbox"/> Leaked <input type="checkbox"/> _____PSID	Opened at _____PSID Did Not Open <input type="checkbox"/>	Closed Tight <input type="checkbox"/> Leaked <input type="checkbox"/> _____PSID	Opened at _____PSID Did Not Open <input type="checkbox"/>
Repairs					
Final Test PASS <input type="checkbox"/>	Closed Tight <input type="checkbox"/> _____PSID	Closed Tight <input type="checkbox"/> _____PSID	Opened at <input type="checkbox"/> _____PSID	Closed Tight <input type="checkbox"/> _____PSID	Opened at _____PSID
Condition of No. 2 Shutoff Valve <input type="checkbox"/> Closed Tight <input type="checkbox"/> Leaked					
Notes:					
Certification: On this date, the above device was tested per applicable codes and the required performance standards.					
Test Type		Gauge No.		Testing Firm	
Tester Name				Tester Certification No.	

Tester Signature: _____ Date: _____

Contact Signature: _____ Date: _____

SPRING LAKE ORDINANCE NO. _____
CROSS CONNECTION ORDINANCE

PREAMBLE

AN ORDINANCE to control and regulate cross connections to the public water supply system; to prevent the entry into the public water system of water of questionable quality, or which is contaminated with waste or other contaminants; to authorize the development and implementation of a comprehensive plan for the regulation and control of cross connections; to provide for the inspection of public or private property with respect to cross connections; to provide for the discontinuation of water service or other precautionary measures necessary to protect the public water supply system; to provide penalties for the violations of the Ordinance; to provide for administrative liability , severability, a savings clause, the repeal of conflicting ordinances, and an effective date; and to provide for and regulate the public health, safety, and general welfare.

THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN ORDAINS:

Section 1. Repeal of Section 78-44 of the Code of Ordinances.

That Section 78-44 of the Code of Ordinances, Village of Spring Lake, Michigan (or Spring Lake Village Code), is hereby repealed in its entirety and shall be deleted from the Code of Ordinances.

Section 2. Revision of Chapter 78 of the Code of Ordinances.

That Chapter 78, Article II, Division 3 of the Code of Ordinances, Village of Spring Lake, Michigan (or Spring Lake Village Code), is hereby amended to read as follows:

DIVISION 3 – CROSS CONNECTION

Section 78-74 Short Title.

This division may be referred to as the Village of Spring Lake Cross Connection Ordinance.

Section 78-75 Purpose.

The purpose of this division is to provide for and regulate the public health, safety, and general welfare by regulating and controlling connections to the public water supply in order to prevent entry into the public water supply of water of questionable quality, or water which is contaminated with waste or other contaminants.

Section 78-76 Legal Authority.

This division is enacted pursuant to the authority granted by Michigan statute and the Village of Spring Lake Charter.

Section 78-77. Rules applying to text.

The following rules of construction apply to the text of this division:

- (1) The particular shall control the general;
- (2) The headings which title various sections are for convenience only and are not to be considered in any construction or interpretation of the division or as enlarging or restricting the terms and provisions of the division in any respect;
- (3) The word "shall" is always mandatory and not discretionary. The word "may" is permissive;
- (4) Words used in the present tense shall include the future, words used in the singular number shall include the plural, and words used in the plural number shall include the singular, unless the context clearly indicates the contrary;
- (5) The word "person" includes a firm, association, partnership, joint venture, corporation, limited liability company, trust, municipal or public entity or any other legal entity, or a combination of any of them, as well as a natural person; and
- (6) Any word or phrase not defined in this section, section 78-78, or the Plan referenced in section 78-80 shall be considered to be defined in accordance with its common or standard definition.

Section 78-78 Definitions.

The following listed words and phrases are defined for the purpose of their use in this division. These definitions shall apply in the interpretation and enforcement of this division unless otherwise specifically stated.

Plan means the cross connection control plan referred to in section 78-80 of this division.

System means the Village of Spring Lake water supply and distribution system.

Water utility means the Village of Spring Lake water and sewer department.

Section 78-79 Adoption of Michigan Administrative Code.

The Village hereby adopts by reference the Water Supply Cross Connection Rules of the Michigan Department of Environmental Quality, being R 325.11401 through R 325.11407 of the Michigan Administrative Code.

Section 78-80 Cross Connection Control Plan.

The Water Utility is hereby authorized and directed to prepare a comprehensive Cross Connection Control Plan for the elimination and prevention of cross connections including, but not limited to, provisions pertaining to the installation, maintenance, testing, reporting, and inspecting of backflow prevention devices, piping labeling, and water outlet labeling. The Plan shall also provide for discontinuation of water service from the System pursuant to the provisions of Section 78-83 of this division. The Plan shall be administered by the Water Utility. The provisions of the Plan and all amendments thereto shall be approved by resolution of the Village Council. The Plan shall meet with the approval of the Michigan Department of Environmental Quality Drinking Water and Radiologic Protection Division. Any violation of the Plan shall be deemed a violation of this ordinance.

Section 78-81 Duties of the Director.

The Water and Sewer Director shall have the duty to cause inspections to be made of all properties served by the public water supply where cross connections with the public water supply are deemed possible. The frequency of initial inspections and re-inspections based on potential health hazards shall be as established by the Director and as approved by the Michigan Department of Environmental quality.

Section 78-82 Inspection.

The Water Utility, or its authorized inspection agent, shall have the right to enter at any reasonable time any property served by a connection to the System for the purposes of inspecting the piping system or systems thereof for cross connections. On request, the owner, lessees, or occupants of any property so served shall furnish to the Water Utility or its authorized inspection agent any pertinent information regarding the piping system or systems on such property. The refusal of such information or the refusal of access, when requested, shall be deemed to be evidence of the presence of a cross connection.

Section 78-83 Termination of Water Service.

The Water Utility is hereby authorized and directed to discontinue water service after reasonable notice to any property wherein any connection in violation of this ordinance exists

and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water supply system. Water service to such property shall not be restored until all cross connections have been eliminated in compliance with the provisions of this ordinance.

Section 78-84 Backflow Prevention Assembly Testing.

All testable backflow prevention assemblies shall be tested initially upon installation to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the Plan and in accordance with Michigan Department of Environmental Quality requirements. Only individuals certified by the State of Michigan shall be qualified to perform such testing. The individual performing such testing must certify the results of the test to the Water Utility.

Section 78-85 Water Outlet Labelling.

The potable water supply made available on the properties served by the System shall be protected from possible contamination as specified by this ordinance, the state plumbing code, and any other Village ordinance which regulates plumbing. Any water outlet which could be used for potable or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous manner as:



Section 78-86 Supplemental to Other Laws.

This ordinance does not supersede the state plumbing code or the any other Village ordinance, but is supplementary to them.

Section 78-87 Municipal Civil Infraction.

Any person who violates, disobeys, omits, neglects, or refuses to comply with, or resists the enforcement of this division, shall be responsible for a municipal civil infraction, and shall be subject to Section 1-8 of the Code. Increased civil fines shall be imposed for repeated violations, which means a subsequent municipal civil infraction violation committed by a person within any

12-month period and for which a person admits responsibility or is determined to be responsible. The increased civil fine for repeat violations shall be as follows:

1. The fine for any offense which is a first repeat offense shall be Two Hundred Fifty and no/100 (\$250.00) Dollars, plus costs and other sanctions;
2. The fine for any offense which is a second repeat offence or any subsequent repeat offense shall be Five Hundred and no/100 (\$500.00) Dollars, plus costs and other sanctions.

The Water Utility, its officers, agents and employees, and the members of any police agency providing police services in the Village are hereby designated as Authorized Officials to issue municipal civil infraction citations (directing alleged violators to appear in court) or municipal civil infraction violations notices directing alleged violators to appear at the Village Violations Bureau as provided in Section 1-8 of the Code.

Section 78-88 Administrative Liability.

No Water Utility officer, agent, or employee, or any officer, agent, or employee of the Village, shall render himself or herself personally liable for any damage that may accrue to any person, firm, association, corporation, partnership, joint venture, or combination of any of them as the result of any act, decision, or other consequence or occurrence arising out of the discharge of his or her duties and responsibilities pursuant to this division or the Plan or both.

Section 3. Severability.

This ordinance and the various parts, paragraphs, sections, subsections, sentences, phrases and clauses thereof, are hereby declared to be severable. If any part, paragraph, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

Section 4. Repeal.

Any ordinance in conflict in whole or in part with the provisions of this ordinance is hereby repealed.

Section 5. Savings Clause.

A prosecution which is pending on the effective date of this ordinance and which arose from a violation of an ordinance (“existing ordinance”) repealed by this ordinance, or a

prosecution which is started within thirty (30) days after the effective date of this ordinance arising from a violation of the existing ordinance and which was committed prior to the effective date of this ordinance, shall be tried and determined exactly as if the existing ordinance had not been repealed.

Section 6. Effective Date.

This ordinance was approved and adopted by the Village Council on the _____ day of _____, 2017, and shall be effective upon publication.

VILLAGE OF SPRING LAKE

Joyce Verplank Hatton
Village President

Marvin Hinga
Village Clerk/Treasurer

**NOTICE OF PUBLIC HEARING
TO CONSIDER AMENDING CHAPTER 78 OF THE
VILLAGE OF SPRING LAKE CODE OF ORDINANCES.
VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN**

TO: CITIZENS AND RESIDENTS OF THE VILLAGE OF SPRING LAKE,
OTTAWA COUNTY, MICHIGAN

PLEASE TAKE NOTICE that on the 15th day of May, 2017, a public hearing will be held by the Village Council of the Village of Spring Lake at the Barber School Community Building, 102 West Exchange Street, Spring Lake, Michigan, at 7:00 p.m. local time, to hear and consider amending the Spring Lake Code of Ordinances, certain provisions of Chapter 78, Utilities, Section 78-44 and Sections 78-74 through 78-91 which proposes to: provide for and regulate the public health, safety, and general welfare by regulating and controlling connections to the public water supply in order to prevent entry into the public water supply of water of questionable quality, or water which is contaminated with waste or other contaminants.

A complete copy of the tentative text of said proposed ordinance amendment may be examined by any person at the office of the Village Clerk/Treasurer, 102 W. Savidge Street, Spring Lake, Michigan (telephone (616) 842-1393), on any day of the week except Saturday, Sunday and holidays, between the hours of 8:00 a.m. to 5:00 p.m.

The Village of Spring Lake will provide necessary and reasonable auxiliary aids and services at this hearing, such as signers for hearing-impaired persons and audiotapes of printed materials for visually impaired persons, upon receipt of five (5) days prior notice. Disabled persons requiring such auxiliary aids or services should so notify the Village of Spring Lake by contacting the Village Clerk/Treasurer at 102 West Savidge Street, Spring Lake, Michigan 49456, (telephone (616) 842-1393).

Dated: May 8, 2017

Marv Hinga
Clerk/Treasurer
Village of Spring Lake

EQUIPMENT SHARING PILOT AGREEMENT

THIS AGREEMENT is made this ____ day of _____, 2017 between the Township of Spring Lake (hereinafter the “Township”) and the Village of Spring Lake (hereinafter the “Village”).

WHEREAS, the Township and the Village recognize that the cost of providing public works services in general, and in the Township and Village in particular, have increased significantly over the past several years; and

WHEREAS, the Township and the Village also recognize that there are cost savings and economy of scale efficiencies to be realized by the sharing of unused and/or underutilized public works equipment between the Township and the Village; and

WHEREAS, the Township and the Village have recognized that administration and coordination of a Shared Equipment Program would be the best utilization of their unused and underutilized public works equipment; and

WHEREAS, the Township and the Village desire to enter into such an agreement whereby the Township will utilize the public works equipment of the Village, and the Village will utilize the public works equipment of the Township, in exchange for certain considerations and under such terms as set forth herein.

NOW THEREFORE, the parties agree as follows:

1. **Establishment of a Shared Equipment Pilot Program.** The Township and the Village shall establish an arrangement for the sharing of public works equipment between themselves in accordance with the terms of this Agreement. Such a program shall be known as the “Shared Equipment Pilot Program” and shall be administered by the governing bodies of the Township and the Village.
2. **Responsibilities of the Parties.** The following activities and obligations are the individual responsibility of each party:
 - A. Providing adequate liability and equipment insurance coverages for the equipment owned by that particular party. Proof of such insurance shall be provided to the other municipality for each year that this Agreement may be in affect.

- B. Each party shall pay for the use of the equipment provided by the other party as follows:
 - i. For any equipment used, the party using the equipment shall pay for all fuel costs associated with the work performed for that party.
 - ii. Rates for rental shall be from MDOT Equipment Rental Rates (Schedule "C") or a mutually agreed upon hourly rate.
 - C. Each party shall be responsible for the upkeep, repair and maintenance of its own equipment. However, in the event that the municipality not owning a piece of equipment shall use such equipment excessively or for an extended period of time so that maintenance is required / recommended during that time, the municipality in possession of that piece of equipment shall be responsible for that maintenance and repair.
 - D. Each party shall be solely responsible for the cost of any materials used during the time of use of the other party's equipment.
 - E. Each party shall be solely liable and responsible for all actions of its employees and the use of its equipment by its employees, and any damages or injuries resulting therefrom.
 - F. All equipment shall be operated in compliance with the instructions provided by the manufacturer that the equipment, and/or by the municipality owning the equipment.
3. **Usage of Public Works Equipment.** When a party desires to utilize the public works equipment of the other party, it shall provide adequate notice to the party owning the equipment. It is agreed and understood that the party owning the equipment shall have first priority of the use of these items. The requesting party shall only have access to and use of the other party's equipment when such use shall not conflict with the operations of the other party.
4. **Equipment Storage.** The parties shall cooperate in an arrangement to safely store equipment within the municipality using the equipment when said equipment will be used for more than one (1) day within the municipality in order to minimize travel time.
5. **Duration of the Agreement.** The terms of this Agreement shall be for a period of one (1) year, beginning _____, 2017 and continuing until _____, 2017. However, it may be renewed by affirmative action taken by both municipalities and attached as an addendum to this Agreement.
6. **Withdrawal from Agreement.** The parties may withdraw from this Agreement upon thirty (30) day written notice to the other party.
7. **Amendment.** This Agreement may be amended only by written instrument signed by both parties.
8. **Interpretation.** The Agreement shall be interpreted in accordance with the laws of the State of Michigan.
9. **Severability.** The provisions of this Agreement are severable, and if any section, sentence, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court

shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Agreement. It is hereby declared to be the intent of the governing bodies of each party to this Agreement that this Agreement would have been entered into if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

ATTEST

Village of Spring Lake
May 2017 Budget Amendments

	Fund	Dept.	Account	Current	Proposed	Change
591-000.000-695.000	Water	Revenue	Appropriation from Fund Balance	-	13,250	13,250
591-000.000-801.000	Water	Water	Professional Services	30,000	43,250	13,250
Adjust Water Fund Budget for Asset Mgmt Plan Contract awarded to Prein & Newhof at the 02/20/17 Council Meeting.				Change		0
591-000.000-695.000	Water	Revenue	Appropriation from Fund Balance	13,250	20,750	7,500
591-000.000-801.000	Water	Water	Professional Services	43,250	50,750	7,500
Adjust Water Fund Budget for Water Reliability Study contract awarded to Prein & Newhof at the 02/20/17 Council Meeting.				Change		0
101-000.000-975.000	General Fund	General Services	Appropriation to Fund Balance	6,833	-	(6,833)
101-210.000-804.000	General Fund	Legal Services	Legal Fees	15,000	10,000	(5,000)
101-210.000-804.200	General Fund	Legal Services	Legal Fees - Disincorporation	0	27,000	27,000
101-551.000-900.000	General Fund	Tanglefoot Park	Printing and Publishing	800	600	(200)
101-553.000-931.000	General Fund	Mill Point Park	Building Maintenance and Repairs	3,000	1,000	(2,000)
101-553.000-776.500	General Fund	Central Park	Dog Park Maintenance	1,000	533	(467)
101-282.000-801.100	General Fund	Forestry	Tree Maintenance Services	1,750	750	(1,000)
101-381.000-801.000	General Fund	Planning & Zoning	Master Plan	16,500	5,000	(11,500)
Adjust General Fund Budget for legal costs related to Disincorporation.				Change		0
101-692.000-702.000	General Fund	Parks Maintenance	Full Time Wages	7,250	9,750	2,500
101-692.000-703.000	General Fund	Parks Maintenance	Part Time Wages	2,618	1,800	(818)
101-692.000-704.000	General Fund	Parks Maintenance	Social Security	763	1,200	437
101-692.000-922.000	General Fund	Parks Maintenance	Water and Sewer Service	1,100	0	(1,100)
101-692.000-922.001	General Fund	Parks Maintenance	Sprinkling Water Service	2,500	0	(2,500)
101-692.000-910.000	General Fund	Parks Maintenance	Insurance	2,000	2,103	103
101-692.000-940.000	General Fund	Parks Maintenance	Equipment Usage/Rental	3,500	5,500	2,000
101-692.000-775.000	General Fund	Parks Maintenance	Repair and Maintenance Supplies	1,000	378	(622)
Adjust Park Maintenance Budget				Change		0
101-101.000-801.172	General Fund	Council	Disincorporation Expense	0	9,700	9,700
101-000.000-695.000	General Fund	Revenue	Appropriation From Fund Balance	0	9,700	9,700
202-482.000-801.172	Major Streets	Administration	Disincorporation Expense	0	1,000	1,000
202-000.000-695.000	Major Streets	Revenue	Appropriation From Fund Balance	0	1,000	1,000
203-482.000-801.172	Local Streets	Administration	Disincorporation Expense	0	500	500
203-000.000-695.000	Local Streets	Revenue	Appropriation From Fund Balance	0	500	500
236-000.000-801.172	DDA	General Services	Disincorporation Expense	0	3,250	3,250
236-000.000-975.000	DDA	General Services	Appropriation to Fund Balance	82,240	78,990	(3,250)
249-381.000-801.172	Building	Planning & Zoning	Disincorporation Expense	0	600	600
249-000.000-695.000	Building	Revenue	Appropriation From Fund Balance	0	600	600
590-000.000-801.172	Sewer	Sewer	Disincorporation Expense	0	3,100	3,100
590-000.000-695.000	Sewer	Revenue	Appropriation From Fund Balance	0	3,100	3,100
591-000.000-801.172	Water	Water	Disincorporation Expense	0	3,000	3,000
590-000.000-695.000	Water	Revenue	Appropriation From Fund Balance	20,750	23,750	3,000
Adjust Multiple Fund budgets for contracts with Trapani Communications and Citizens Research Council approved at 02/20/17 Council Meeting				Change		0
202-000.000-676.204	Major Streets	Revenue	Transfer from Road Millage Fund	15,000	0	(15,000)
202-451.000-820.000	Major Streets	Construction	Engineering	6,000	0	(6,000)
202-451.000-978.000	Major Streets	Construction	Paving	60,250	5,250	(55,000)
202-463.000-818.203	Major Streets	Routine Maintenance	Transfer to Local Street Fund	0	60,000	60,000
202-478.000-702.000	Major Streets	Winter Maintenance	Full Time Wages	7,278	5,278	(2,000)
202-478.000-801.000	Major Streets	Winter Maintenance	Prpessional Services	2,000	0	(2,000)
202-478.000-940.000	Major Streets	Winter Maintenance	Equipment Usage	12,000	7,000	(5,000)
202-480.000-940.000	Major Streets	Trunkline Maintenance	Equipment Usage	10,000	5,000	(5,000)
203-000.000-676.200	Local Streets	Revenue	Transfer from Major Street Fund	0	60,000	60,000
203-000.000-676.204	Local Streets	Revenue	Transfer from Road Millage Fund	27,000	45,175	18,175
203-451.000-978.000	Local Streets	Construction	Paving	0	80,000	80,000
203-478.000-702.001	Local Streets	Winter Maintenance	Overtime Pay	1,600	815	(785)
203-478.000-709.000	Local Streets	Winter Maintenance	Medical Insurance	3,940	2,900	(1,040)
204-000.000-582.004	Road Millage	Revenue	Contibution from Ottawa County	42,000	45,175	3,175
204-965.000-999.202	Road Millage	Transfers	Transfer to Major Street Fund	15,000	0	(15,000)
204-965.000-999.203	Road Millage	Transfers	Transfer to Local Street Fund	27,000	45,175	18,175
Adjust Street Fund Budgets to cover cost of Buchanan Street Paving						0



**NOTICE OF PUBLIC HEARING
VILLAGE OF SPRING LAKE**

**MONDAY, JUNE 12, 2017 AT 7:00 P.M.
Barber School Community Building
102 W. Exchange Street, Spring Lake, Michigan**

**PROPOSED OPERATING BUDGET FOR
JULY 1, 2017 TO JUNE 30, 2018**

PLEASE TAKE NOTICE that on Monday, June 12, 2017 at 7:00 p.m., at the Barber School Community Building, 102 West Exchange St, Spring Lake, Michigan, the Village Council of Spring Lake will hold a Public Hearing to consider adoption of the Proposed Operating Budget for the Village of Spring Lake for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

The proposed property tax millage rate to be levied to support the proposed budget will be a subject of this hearing.

The total proposed property tax millage rate is 10.3600 mills.

The proposed property tax millage rate for operations is 9.58000 mills.

The proposed property tax millage rate for debt service is 0.7800 mills.

A copy of the proposed fiscal year Budget 2017 - 2018 is available for public inspection at the office of the Village Clerk/Treasurer on any day of the week except Saturdays, Sundays, and holidays, between the hours of 8:00 a.m. to 5:00 p.m.

The Village of Spring Lake will provide necessary and reasonable auxiliary aids and services at this hearing, such as signers for hearing-impaired persons and audiotapes of printed materials for visually impaired persons, upon receipt of five (5) days prior notice. Disabled persons requiring such auxiliary aids or services should so notify the Village of Spring Lake by contacting the Village Clerk/Treasurer at 102 West Savidge Street, Spring Lake, Michigan 49456, (telephone 616-842-1393).

Marvin Hinga
Village Clerk/Treasurer

May 1, 2017

Christine Burns
Village Manager
Village of Spring Lake
102 W. Savidge St.
Spring Lake, MI 49456

Sandra Smits
Principal
Holmes Elementary School
426 E. River Street
Spring Lake, MI 49456

Dear Manager Burns and Principal Smits,

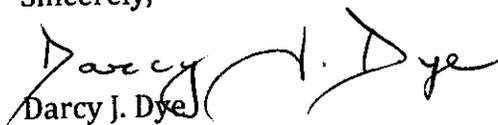
Enclosed please find the outline of a Proposal for a collaborative gardening project between the Spring Lake Adopt a Garden Program and Beth Miller's Holmes Elementary School 2nd grade class. This proposal reflects the bare bones of a collaborative project. If the two of you agree in principle to this proposal, then I will carefully work out a detailed action plan that can be approved by Village Staff, Village Council, and Holmes Elementary Staff and Faculty. I want students to be safe. I want the experience to be positive, and I want the resulting garden to be beautiful and beneficial to the community.

Would you kindly take a look at this Proposal? Please contact me if you have any questions, concerns, ideas or corrections. When each of you has had a chance to comment on the Proposal, I will draft a final copy that you can each sign. Then I will shepherd the project through the Village Council approval process.

I am excited by the possibility of working with 2nd graders and their parents, and certainly a Mill Point Park garden has been on the Village radar for some time.

Thank you for your willingness to work with me.

Sincerely,


Darcy J. Dye

P.O. Box 182
Spring Lake, MI 49456
(616) 296-0957
dlenzgrinden@gmail.com

**Proposal
Collaborative Project
Spring Lake Adopt a Garden Program
Holmes Elementary School
May 1, 2017**

INDIVIDUAL MISSIONS

Adopt a Garden Program

1. To collaborate with Spring Lake Village Staff, Village Council, and Volunteer Gardeners to plan, plant, and maintain gardens that support butterflies and pollinators by integrating Michigan Native Wildflowers into existing garden spaces.
2. To educate Volunteers and interested citizens on the science of Michigan Natives and the benefits of planting them in municipal and residential gardens.

Holmes Elementary School (Beth Miller)

1. To offer 2nd graders hands-on experiences which raise their awareness of Earth Science and equip them with life-long skills to care for the environment.
2. To collaborate on a project that allows students to learn about Monarch Butterflies.

EXPECTATIONS

Adopt a Garden Program

1. To work with Beth Miller to create a "living laboratory garden" at the entrance to Mill Point Park in Spring Lake, Michigan – a garden that can ultimately be certified as a Monarch Way Station.
2. To offer educational materials and support in formulating lesson plans that will prepare students for the Mill Point experience.
3. To facilitate the preparation of a garden bed in Fall, 2017 and the planting of the garden in May, 2018.

Beth Miller's Expectation

1. An opportunity to teach the life cycle of the Monarch Butterfly.
2. An opportunity to teach the basic science of soil, plant life cycles, and the value of Michigan Native Wildflowers to pollinators.
3. A hands-on opportunity for students to implement what they have learned.

HOPES

Adopt a Garden Program

1. To use this project with Beth Miller's class to create a prototype program that allows long-term collaboration with Holmes Elementary School and other student organizations.
2. To beautify the entrance to Mill Point Park.

Beth Miller

1. To learn skills that could be used to implement the planting of a Monarch Butterfly Garden on the grounds of Holmes Elementary School.
2. To expand this kind of hands-on collaboration so that other classes at Holmes Elementary School can participate in such projects.
3. To have the Mill Point Garden certified as an official Monarch Way Station.

April 27, 2017

Elizabeth Wheeler
Spring Lake, MI 49456

Dear Elizabeth,

This is just to let you know that I *did* go by the four gardens that you tend where the bike trail crosses Lake to clean up the grass clippings and branches. I put the garden debris in large paper sacks that DPW guys will eventually collect.

I am grateful for the time and energy you pour into those four garden spaces. You have worked on them for a number of years now. So you know, since the inception of the Adopt a Garden Program, DPW is no longer responsible for raking and cleaning out garden spaces in the Village. Volunteers have adopted gardens throughout the Village and are doing that work in "their" respective gardens. DPW workers *do* collect weeds and pruning debris, but they have to be put into paper bags and left in a place where Ben Van Hoeven and his crew see them. Next time, please let me know, and I will happily provide you with bags.

Please also know that, as the Adopt a Garden Facilitator, I report to Manager Burns and the Village Council. I have come to value my working relationship with staff and Council. This hierarchical way of doing things is a check and balance on my own potential excesses, and I find that the various projects go more smoothly when the wisdom of many people guides the various projects. I am grateful for the trust the Village has placed in me, and, in return I respect the ways that both Manager Burns and Council have encouraged volunteers as they work to beautify our Village. If, at some point, you would entertain being part of the group of 58 volunteers who now plant and maintain gardens in the Village, we would love to have you join us. We learn a lot from each other.

With regards,

Darcy J. Dye
P.O. Box 182
Spring Lake, MI 49456

Cc: Christine Burns

Christine Burns

From: Gary Verplank <verplang@shapecorp.com>
Sent: Monday, May 1, 2017 1:18 PM
To: Christine Burns
Subject: Tree Fund

Hi Chris, To off set your budget, we have \$10,254 in the Tree Fund that is available. Let me know what you want to do with it.

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**Village of Spring Lake
Council Work Session Draft Minutes
April 17, 2017
7:00 p.m.**

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

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

1. Parking Ordinance – President **Hatton** introduced this item and Manger **Burns** explained how the current 2013 amended ordinance was created and the reasons for looking at another proposed amendment. **Burns** also shared that of the 200 + personal invitations for the March Community Engagement that were sent out to all residents that lived on streets with no curb and gutter, only 15 people attended and one of them lived in the Township. President **Hatton** asked why do people have to have a license at all since it's their property. **Hatton** then compared this parking ordinance to the treatment of the Jewish people in Hungary during the Holocaust. **Hatton** also said that she had a personal interest in this ordinance because her daughter was moving to Division Street and had no parking. **Burns** explained that the idea of a license was a suggestion from a property owner on Division Street and explained that the right of way did not belong to the contiguous property owner, it was the Village's right of way. **Burns** said that this amendment provided exceptions for residents that had health issues or topographical issues where they were not able to put in a driveway. President **Hatton** asked about having guest parking and when would they have conversations with the residents involved. **Doss** said that she and the rest of Council have an open-door policy to meet and talk to residents to discuss issues. **Doss** said that she had met with a resident with health issues and concerns with parking. **Burns** explained that the ordinance was not intended to prohibit residents from having a party or unload groceries, it was intended to prohibit residents from creating permanent parking in the right of way instead of using their driveway. **Burns** also reminded President **Hatton** that she had now publicly spoken that she had a vested interest in this ordinance and should be careful as to whether she had a conflict of interest when it came to voting. **Duer** asked if the ordinance allowed for driveways to be enlarged. **Burns** said that there was a green space requirement but that enlarging driveways was usually not a problem. **Hatton** asked if there were any Council Members that lived on a street without curb and gutter. **Doss** said that she did and **Burns** said that **TePastte** also did.
2. Cross Connection Ordinance Change (John Stuparits) – **Stuparits** explained that from time to time this Ordinance needed to be updated as a housekeeping issue to meet new DEQ rules and regulations as well as other updates. **Burns** explained that this would be on the May agenda for Council's vote.

3. Jackson Street Sink Hole (John Stuparits) – **Stuparits** shared pictures of the sink hole and explained what caused this issue and gave cost estimates for short term and long term repairs, depending on the extent of the repairs.
4. Force Main Sewer Discussion (John Stuparits) – **Stuparits** explained the pre-engineering estimates from Prein & Newhof and shared pictures of what needed to be repaired. **Stuparits** also explained the different material options for repair and advantages and disadvantages to them.
5. Roof Replacements (Village Hall & DPW) – **Burns** shared the contractor findings on the leaking Village Hall roof and that Prein & Newhof and Moore & Bruggink recommended the Village hire an architecture firm to write the RFP for the roof repairs to make sure the roofs were repaired correctly and that the warranty would stand. President **Hatton** asked what the DPW building was used for and if it was used every day. **Stuparits** said that it was used for storing equipment and operating supplies and that it was used daily. **Hatton** asked if the Village equipment could be moved to the Township's DPW building. **Stuparits** said that the Township's building was no bigger than the Village's building so they did not have room for the large amounts of equipment and operating supplies the Village needed for day to day operations. **Hatton** suggested selling or "trashing" the DPW and building a new one by the river with a nice peaked roof. **Council** discussed possibly adding a slight pitch to the DPW building's current flat roof. **Hinga** explained how the roof expenses would be divided between fund accounts. **Hatton** suggested selling the Village Hall to Spring Lake Township and then leasing space back from them, and that way the Township would pay for necessary roof repairs. **Hatton** said that she had brought it up to the Township after their last meeting. **Hinga** asked what their response was. **Hatton** said she had only been able to talk to the Township Manager and not Mr. Nash so she would rather not say.
6. Rental Discussion – **Burns** explained that a short-term rental ordinance had been adopted by Spring Lake Township, that Ferrysburg was at the Planning Commission level and the City of Grand Haven was moving through the process. **Burns** explained that, after taking a really good look at the Village ordinance, they found that it did not allow short term rentals in residential areas because they met the definition of hotel. **Burns** said that, at this time, that ordinance was not enforced. **Burns** asked Council if they wanted to enforce this ordinance. **Doss** asked if that meant that they were covered if there became a problem. **Burns** said that yes, that is what the Zoning Administrator believes. **Powers** said that as long as there were no complaints then he didn't want to enforce the ordinance. **Doss** felt that if the parking ordinance was being enforced then shouldn't this ordinance be enforced too? **Powers** said that no one sees the short-term rentals and there

have not been any complaints but the parking issue was visible and unsightly and had received complaints so he felt this was different.

7. Crockery Township Agreements – Attorney Johnny **Pinjuv** explained the amendments to the agreements with Crockery Township for a SIB loan and TAP Grant to guarantee the Village received an administrative fee and to take care of any interest that might be earned. **Pinjuv** also explained these amendments would protect the Village in case **Hinga** no longer worked for Crockery Township or in the event of disincorporation. **Powers** asked what other communities had done this and how it had worked out. **Hinga** said that Bruce Township and Macomb Road Commission had done this and Bruce Township had no complaints.

8. Charter Amendment – Attorney **Pinjuv** explained that the Attorney General's office said that any change from the provisions of the General Law Village Act would not be tolerated because there was no authority under State Law for any changes to be made. **Pinjuv** said that the language would need to remain the same as the General Law Act in order to meet the May deadline. **Pinjuv** said that he had found language that he felt allowed changes but the AG's office said that it did not apply to disincorporation. **Pinjuv** said that Council could challenge the Attorney General's decision but that would take time. **Hinga** asked if the 30-day moratorium would kick in again when making these changes back. **Pinjuv** said that the AG's office said that it would not. **Powers** asked Council how they felt. **Duer** asked if this meant they would move forward as far as all the spending for education and all. **Burns** said yes, assuming they approve it at the AG's office in time for the May 15th deadline. **Powers** asked what the estimated cost was by the August election. **Hinga** said that \$30,000 had been spent so far, and the estimated total was between \$50,000 to \$100,000 and listed the upcoming estimated expenses. **Hatton** offered to forgo the education expense. **Doss** said absolutely not! **Doss** said that this was such a confusing issue that it would be awful to not educate the voters because once we went down this path we couldn't come back. **Duer** said that we still don't know if this would save the taxpayers money. **Powers** said he didn't think it would and that Van Strate's point of why are we spending this money when we don't have anyone showing up at these meetings demanding this as the route of the future was looking a little more enticing. **Powers** said that on the other side, he did agree that this was a fever that needed to be burned out, but how much money do we want to spend on something that is likely going to fail and should fail. **Duer** said this was a lot of money. **Hatton** said that the Charter could have been amended 5 years ago and that the people deserve the right to make the choice because they pay double taxation. **Council** disagreed on the double taxation label citing that the township provides services such as assessing and elections for that tax. **Powers** said it looked like the three options to think about were, to go with the old language and hopefully meet the deadlines, to challenge the AG's office or to just scrap the whole thing. **Burns** suggested that if they did

not make the May deadline, they might want to take a hard look at whether or not they want to make **Hatton** petition. **Powers** said they could wait until spring when they were not looking at \$100,000 in roof repairs. **Hatton** said the if they disincorporate they will save a lot of money on the sewer bill. **Duer** and **Hinga** both said that Village residents would pay a water/sewer bill regardless; it had nothing to do with disincorporation.

9. Asian Carp Resolution – **Burns** explained that Josh Brugger was unable to attend but was asking Council for a Resolution of support regarding the Asian Carp issue that had the potential to impact Lake Michigan. **Council** agreed this was an important issue.
10. Budget Amendments & Preliminary Budget Discussion (Marv Hinga) – **Hinga** explained the budget adjustments. **Hinga** passed out the draft budget and he and **Burns** went through it with Council. **Council** discussed what projects were important and what projects they felt they could cut or wait. **Council** also discussed spreading the cost of a new Master Plan over 2 fiscal years, and in doing this and a few other cuts and changes they were able to balance the budget.
11. Village Square (Farmer's Market) – **Burns** reported that the DDA did not want to go forward with the Farmer's Market until they met with Council and the Planning Commission to make sure they were all on the same page and have the same vision for the new Master Plan. **Hatton** suggested that a Farmer's Market structure was too expensive for the amount of use it would get and that a landscaped parking lot would be less money and would be a better use of the property. **Powers** said that he did not think the Village needed more parking and he also didn't think a Farmer's Market was a good use of the property or money. **Burns** said that it all started with the redevelopment of the Braak's Bakery when the developer felt there was not enough parking in this area for his business.
12. Arbor Day Celebration – **Burns** shared that the Arbor Day celebration would be Friday, April 28, 2017 at 10:00 a.m. at Central Park.
13. Whistle Stop Playground Update – **Burns** reported that May 19th was the target delivery date and that she and Megan were working on how to feed the Shape volunteers. **Burns** also reported that an ADA compliant drinking fountain had been purchased for Whistle Stop and that the old one would be scrapped, unless, with Council's approval, it could be given to the Presbyterian Church for their dinosaur park. **Burns** said that their fountain was broken and they did not have the funds to replace it. **Council** agreed this would be a great use of the old fountain.

14. Buchanan Street Update – **Burns** reminded Council that Savidge Street/M-104 would be closed for the weekend from 7:00 p.m. on Friday evening until 5:00 a.m. Monday morning, weather permitting.
15. Coming Up in May – **Burns** shared that the Memorial Day parade was coming up and asked if any Council members were interested in passing out candy and dog treats. **Doss** said that she and her kids would be there. **Hatton** asked when the parade was. **Doss** said that it was Monday, Memorial Day at 10:30 a.m.
16. Communications – **Burns** shared that they had received court documents from the Kamp's for their request of the Village to vacate property for them. Nothing to be alarmed about, this was part of the process.
17. Minutes of the March 13, 2017 Work Session and March 20, 2017 Council Meeting
18. Public Comment – Darcy Dye shared that she would have an education table for the Adopt a Garden Program at the Earth Day celebration in Grand Haven. **Hinga** shared that they had received a donation from Wayland Massachusetts for the Adopt a Garden Program.

Bruce Hanson, Division St, shared that he had attended the Community Engagement for the Parking Ordinance and did not appreciate the time of day it was held or how it was organized. Mr. Hanson said he had yet to hear the reason for enforcing this ordinance other than Council Member Powers and one person on Division that think it is an eyesore and damages the street.

Hatton asked Council if people were expected to park blocks away when they had company. **Powers** responded that this ordinance was not about Super Bowl Sunday, this ordinance was about ongoing and consistent parking of multiple cars daily.
19. Adjournment – the meeting adjourned at 9:53 p.m.

Joyce Verplank Hatton, Village President

Maryann Fonkert, Deputy Clerk