

# Village of Spring Lake

## Council Work Session

July 10, 2017

7:00 p.m.

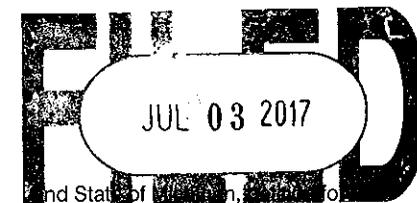
102 West Savidge Street (Upstairs Conference Room)  
Spring Lake, MI 49456

[www.springlakevillage.org](http://www.springlakevillage.org)

1	<p><b>7:00 p.m. – Communications Tower (Brian Mauro)</b></p> <p>Mr. Brian Mauro is a Lease Consultant with Landlord Lease Advisors who would like to talk to Council about the communications tower (and the revenue it generates) located at Central Park.</p>
2	<p><b>7:13 p.m. – Coast Guard Dinner (Megan Doss)</b></p> <p>Megan will provide an update on the planning related to the CG dinner. Chris will provide an update on other CG related functions.</p>
3	<p><b>7:18 p.m. – Update on Recall Efforts of Village President Joyce Hatton</b></p>
4	<p><b>7:19 p.m. – Communications</b></p> <ul style="list-style-type: none"><li>• EDA Correspondence</li><li>• Fireworks Information</li><li>• Village Manager Calendar (distributed at the meeting)</li><li>• Weed Complaint</li></ul>
5	<p><b>7:22 p.m. - Minutes</b></p> <p>Minutes of the May 8, 2017 Work Session and May 15, 2017 regular meeting are attached for review.</p> <p>Minutes of the June 12, 2017 Work Session and June 12, 2017 Special meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to July 14, 2017.</p>
6	<p><b>7:24 p.m. - Public Comment</b></p> <p>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.</p>
7	<p><b>7:30 p.m. – Adjourn</b></p>

INSTRUCTIONS ON REVERSE SIDE

# RECALL PETITION



We, the undersigned registered and qualified voters of the  City  Township } Spring Lake, in the County of Ottawa and State of Michigan,  Village of Spring Lake (CHECK ONE)  
 calling of an election to recall Joyce Verplank Watton from the office of President (Name of Officer) Justin F. Roebuck (Title of Office) Ottawa (District, if Any)  
 JUSTIN F. ROEBUCK  
 OTTAWA CHAIRMAN, VILLAGE BOARD

← FOR CLERK'S USE ONLY

Inappropriate comments comparing Spring Lake Village parking ordinance to Holocaust in Nazi Germany  
Insistence on pursuing disincorporation process even after community workgroup and Village Council recommended  
against disincorporation at a significant cost to taxpayers.

**WARNING - A PERSON WHO KNOWINGLY SIGNS A RECALL PETITION MORE THAN ONCE OR SIGNS A NAME OTHER THAN HIS OR HER OWN IS VIOLATING THE PROVISIONS OF THE MICHIGAN ELECTION LAW.**

✓	SIGNATURE	PRINTED NAME	STREET ADDRESS OR RURAL ROUTE	ZIP CODE	DATE OF SIGNING		
					MONTH	DAY	YEAR
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### CERTIFICATE OF CIRCULATOR

The undersigned circulator of the above petition asserts that he or she is 18 years of age or older and a United States citizen; that each signature on the petition was signed in his or her presence and was not obtained through fraud, deceit or misrepresentation; that he or she has neither caused nor permitted a person to sign the petition more than once and has no knowledge of a person signing the petition more than once; and that, to his or her best knowledge and belief, each signature is the genuine signature of the person purporting to sign the petition, the person signing the petition was at the time of signing a registered elector of the City or Township listed in the heading of the petition, and the elector was qualified to sign the petition.

If the circulator is not a resident of Michigan, the circulator shall make a cross [X] or check mark [v] in the box provided, otherwise each signature on this petition sheet is invalid and the signatures will not be counted by a filing official. By making a cross or check mark in the box provided, the undersigned circulator asserts that he or she is not a resident of Michigan and agrees to accept the jurisdiction of this state for the purpose of any legal proceeding or hearing that concerns a petition sheet executed by the circulator and agrees that legal process served on the Secretary of State or a designated agent of the Secretary of State has the same effect as if personally served on the circulator.

**WARNING - A CIRCULATOR KNOWINGLY MAKING A FALSE STATEMENT IN THE ABOVE CERTIFICATE, A PERSON NOT A CIRCULATOR WHO SIGNS AS A CIRCULATOR, OR A PERSON WHO SIGNS A NAME OTHER THAN HIS OR HER OWN AS CIRCULATOR IS GUILTY OF A MISDEMEANOR.**

### CIRCULATOR — DO NOT SIGN OR DATE CERTIFICATE UNTIL AFTER CIRCULATING PETITION.

(Signature of Circulator)

(Date)

(Printed Name of Circulator)

(Complete Residence Address [Street and Number or Rural Route]) - [Do not enter a post office box]

(City or Township, State, Zip Code)

(County of Registration, if Registered to Vote, of a Circulator who is not a Resident of Michigan)





**U.S. DEPARTMENT OF COMMERCE**  
**Economic Development Administration**  
**CHICAGO REGIONAL OFFICE**  
230 SOUTH DEARBORN ST., SUITE 3280  
CHICAGO, ILLINOIS 60604-1512

JUN 29 2017

In reply refer to:  
EDA Control No: 111424

Mr. Gordon Gallagher  
Spring Lake Township Manager  
1525 Washington Ave.  
Grand Haven, MI 49417

Dear Mr. Gallagher:

The U.S. Economic Development Administration's (EDA) Chicago Regional Office Proposal Review Committee (PRC) has conducted an initial review of your proposal for investment assistance to support the Grand Haven Spring Lake Sewer Authority Industrial Wastewater Capacity Upgrade Project. Based on its initial review, the PRC has determined that your proposal is responsive to the Federal Funding Opportunity (FFO).

If you wish to be considered for EDA funding, please submit a complete application for your proposed project no later than thirty (30) calendar days after the date of this letter. The requirements for the content and form of a complete application submission are found in the FY 2016 Economic Development Assistance Programs—Application Submission and Program Requirements for EDA's Public Works and Economic Adjustment Assistance Programs FFO, and can be found on EDA's website at <http://www.eda.gov/funding-opportunities/>.

The determination that the project is responsive is based on the preliminary information provided in the Proposal.

Please be aware that EDA receives many more meritorious applications than it can fund. This request to submit a complete application in no way guarantees that EDA will approve your application or select your project for an award. The basis of eligibility, including economic distress, the scope of work, budget, grant rate, and other factors, will be reviewed and confirmed in their entirety upon submission of an application, which review may or may not result in an award.

Please contact Mr. Lee Shirey, at (312) 789-9751 or [lshirey@eda.gov](mailto:lshirey@eda.gov) who can assist you in the development of your application.

Thank you for your interest in EDA. For more information about our programs and other upcoming funding opportunities, please consult our website at [www.eda.gov](http://www.eda.gov)

Sincerely,

Jeannette P. Tamayo  
Regional Director

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## Christine Burns

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**From:** Gordon Gallagher <GGallagher@springlaketwp.org>  
**Sent:** Wednesday, July 5, 2017 4:32 PM  
**To:** Bill Cargo; Christine Burns; Craig Bessinger; Gordon Gallagher; Joel Tepastte; Pat Staskiewicz; Patrick McGinnis; Roger VanOpynen; Steve Harvey  
**Cc:** Dave Krohn (dkrohn@grandhaven.org)  
**Subject:** Initial hurdle cleared :-)  
**Attachments:** DOC070517.pdf

Good Afternoon All,

I just wanted to share the letter that we received from the EDA. We have cleared the first hurdle for funding. (Please note that this in no way obligates the EDA to fund our project – We want to ensure that our team does not get over confident – I just have a bit of extra incentive because I want that steak dinner that Bill Cargo offered if this project gets funded).

Now comes the heavy lifting of completing the full application.

Know that we will be working diligently on the full application over the next 30 days.

Best Wishes,

*Gordon Gallagher*

Gordon Gallagher  
Spring Lake Township Manager  
(616) 844-2103 (direct dial)  
[ggallagher@sltwp.org](mailto:ggallagher@sltwp.org)

-----Original Message-----

From: Spring Lake Village [<mailto:mary@springlakevillage.org>]  
Sent: Wednesday, July 5, 2017 4:54 PM  
To: Gordon Gallagher  
Subject: Scanned from MFP-07172536 07/05/2017 13:54

Scanned from MFP-07172536.

Date: 07/05/2017 13:54

Pages:1

Resolution:200x200 DPI

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## Christine Burns

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**From:** Tim Smith <tsmith@ocda.org>  
**Sent:** Thursday, July 6, 2017 9:45 AM  
**To:** AdminStaff911; Anne Snider; Babinec, Sinka; Bob Buursma; Bonnie Suchecki; Brandon DeHaan; Chris Karish; Christine Burns; Craig Bessenger; Denny Luce (dluce@miottawa.org); Derek Christensen (DChristensen@miottawa.org); dispatchers; Duane Medima; Frank Garcia; Glen Nykamp; Howard Baumann; Janice Redding; Jason Kik; jhawke@grandhaven.org; Jim Bonamy (jbonamy@grandhaven.org); John Nash; jwolffis@miottawa.org; Keith Van Beek; Kelly Kuiper; Leon Stille; mbennett@miottawa.org; Mike Haverdink; Missy Stafford; N.DeBoer@cityofholland.com; Pam Suchecki; r.walters@cityofholland.com; Renee Freeman; Rich Szczepanek (richs@omcba.org); rtease@miottawa.org; Scott Brovont (SBrovont@miottawa.org); Steve Kempker (skempker@miottawa.org); Toby VanEss; Val Weiss (vweiss@miottawa.org); Beth Thomas (bthomas@miottawa.org); Chris Karish (ckarish@ocda.org); Chris Tinney; Dan Hamming (dhamming@georgetown-mi.gov); Gary Dryer (chief@crockerfire.org); Kurt Gernaat (zoning@blendontownship-mi.gov); Mark Jongekrijg; Mike Gavin (mgavin@wmis.net); Mike Keefe; Tom Gerencer; Tom Valdez; Bill Olney (bolney@ci.zeeland.mi.us); Chris McIntyre (mcintirc@michigan.gov); Matt Messer; Billy O`Donnel (odonnewi@gvsu.edu); Tim Smith; bsipe@springlaketwp.org; Dennis Rosel (cfd391@hotmail.com); Dick Mohr; Duane Wolters; Dwight Sheridan; Fire Chief Jim Kohsel (jimk@hct.holland.mi.us); Kevin McNutt; Mike Gavin (fire@tallmadge.com); Mike Olthof (olthofmichael@att.net); Nick Bonstell; Paul Van Velzen; Phil Hunderman (phil.hunderman@zctfd.org); Scott Gamby; Scott Schoolcraft; Alan Vanderberg; Don Komejan; Patrick McGinnis; Steve Patrick; Kevin Walk; Tim Smith  
**Subject:** Fireworks complaints

For the period June 30 through July 5, we fielded a total of 225 fireworks complaints County wide.

FYI  
Thanks  
Tim

### **Timothy Smith**

Executive Director  
Ottawa County Central Dispatch Authority  
12101 Stanton Street  
West Olive, Michigan 49460  
Office - 616-994-7800  
Fax – 616-994-7801













## Christine Burns

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**From:** medge56@aol.com  
**Sent:** Thursday, July 6, 2017 4:26 PM  
**To:** Christine Burns  
**Subject:** Re: Website Contact Form "Weeds and Overgrowth in Streets, Sidewalks, Public Bridges and Walkways"  
**Attachments:** 0706171422a.jpg; 0706171424.jpg; 0706171423.jpg; 0706171422.jpg; 0706171425.jpg

Hi Chris,

Per your request, please find pictures of the "overgrowth" in our area.

Thanking you in advance for any assistance you can provide.

Mark

-----Original Message-----

From: Christine Burns <christine@springlakevillage.org>

To: medge56 <medge56@aol.com>

Sent: Thu, Jul 6, 2017 3:04 pm

Subject: RE: Website Contact Form "Weeds and Overgrowth in Streets, Sidewalks, Public Bridges and Walkways"

Mr. Edge,

If you could send me your photos, that would be most helpful. I'm stuck in the office for the rest of the day Δ.

Thanks,

Chris  
Christine Burns  
Spring Lake Village Manager  
102 W. Savidge  
Spring Lake, MI 49456  
P: 616.842.1393  
F: 616.847.1393

-----Original Message-----

From: Maryann Fonkert

Sent: Thursday, July 6, 2017 2:53 PM

To: Christine Burns <christine@springlakevillage.org>

Subject: FW: Website Contact Form "Weeds and Overgrowth in Streets, Sidewalks, Public Bridges and Walkways"

Hey, I think this is one for you! Lol.....

-----Original Message-----

From: Mark Edge [mailto:no-reply@www.springlakevillage.org]

Sent: Thursday, July 06, 2017 2:43 PM

To: Maryann Fonkert <Maryann@springlakevillage.org>; Lori Spelde <Lori@springlakevillage.org>

Subject: Website Contact Form "Weeds and Overgrowth in Streets, Sidewalks, Public Bridges and Walkways"

From: Mark Edge <medge56@aol.com>

Subject: Weeds and Overgrowth in Streets, Sidewalks, Public Bridges and Walkways

Message Body:

Please let me know if any of my Village tax dollars go to cleaning the streets, sidewalks, bridges and walkways. I live at Wind Drift and the street around the Reform church and bridge over Lloyds Bayou are overgrown with weeds. In my opinion this detracts from our lovely city. I have pictures I'm willing to share or post, or you can drive by and see for yourself what I'm talking about. Is there any appearance ordinances that address this issue?

Thanking you in advance for your prompt attention and reply.

Mark Edge

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This e-mail was sent from a contact form on Village of Spring Lake (<http://www.springlakevillage.org>)



**Village of Spring Lake  
Council Work Session Minutes  
May 8, 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. **SaveMICity (Anthony Minghine – Michigan Municipal League) – Manager Burns** introduced Tony Minghine from the Michigan Municipal League. Mr. Minghine presented to Council the impact of Michigan's failing municipal funding system.
2. **Courtyard Concerts (Gary Hanks)– Burns** explained that Mr. Hanks was looking to close the parking lot for a Court Yard Concert on September 10, 2017 and then again in 2018. **Burns** said that this was the 5th year and that she highly recommended it. Mr. Hanks said that, if this was approved, he would need to have a copy of the approved minutes for the Michigan Liquor Control Commission. Mr. Hanks also shared that they have a beer sponsor from Grand Rapids, their tentative food vendor was the new owner of Top Butcher, Kelly Larson would have treats from Sweet Temptation's and there would be a kettle corn vendor. Council agreed this was an item for the Consent Agenda.
3. **Cross Connection Control Plan (John Stuparits & Paul Patterson)– Stuparits** explained that at last months meeting they talked about the Cross-Connection Control Ordinance that had not been updated since 2002 and that the second part of this program was the program itself and was how they protect the water supply. **TePASTE** asked if this provided the framework for what was already being done. **Stuparits** said yes, this was what they were already doing but it had never been in writing. **Stuparits** explained that in 2015 the Village hired Hydro Corp to perform cross connection inspections and this was the plan they follow when performing these inspections. President **Hatton** said that she did not know what the Cross-Connection Program was and was there and easier way to describe the program or were there other names that other communities use for it. Mr. Patterson explained that communities use the same name and that their website had a FAQ section that was very informative with easy to understand terms and definitions. **Burns** suggested that the Cross-Connection Plan could go on the Consent Agenda but that the Ordinance would need to have a Public Hearing. **Council** agreed.

4. **Cross Connection Ordinance Amendment (John Stuparits & Paul Patterson)**  
– There was nothing more to add to this.
5. **Equipment Sharing with Spring Lake Township** – **Burns** explained that this was something that had been discussed for well over six months with goals to not only save money but to use equipment resources in the best way possible. **Burns** said that the Township was also discussing this at their meeting. **Stuparits** said that they look forward to ways to collaborate more and become more efficient and with some of these pieces of equipment costing well over \$100,000 this was a smart thing to do. **Duer** asked if there were some pieces of equipment that would not be shared. **Stuparits** said that he did not see any piece of equipment that either of the communities owned that they would not share. **Stuparits** also explained that the State had a rental fee schedule and that was the fee schedule that they would use for renting the equipment. **Doss** applauded Stuparits collaborative efforts as DPW Director. **Council** agreed this item could be added to the Consent Agenda.
6. **Fee Schedule (Parking Ordinance)** – **TePastte** said that his recommendation was to wave the parking fee for at least 2017. Council agreed with this recommendation and that it could be added to the Consent Agenda.
7. **Budget Amendments (Marv Hinga)** – **Hinga** explained the Budget Amendments with Council. **Hatton** asked if there was anything setup to repair pot holes. **Stuparits** said that he would check on that.
8. **Set Public Hearing for Budget Adoption** – **Burns** explained that on June 12<sup>th</sup> they would have the Work Session at 6:00 pm and then move to Barber School for the Council meeting with a Public Hearing and then a vote to adopt the 2017/2018 budget.
9. **Delinquent Water/Sewer Charges (Marv Hinga)** – **Hinga** explained that any Water/Sewer bills that were at least 90 days past due would be put on their tax bills. **TePastte** asked if it would cost money to do this. **Hinga** said that it was less work to click the box in BS&A to add them to the taxes then it would be to write them off.
10. **Designate an Alternate for Sewer Authority** – **Burns** explained that while we were in between DPW Directors, Marv was named alternate, and now that they had John, it seemed like a good time to appoint John as the alternate for the Sewer Authority. Council agreed and that this was an item for the Consent Agenda.

## 11. Communications -

- Beautification Proposal: **Hatton** said that they had received a Beautification proposal and a letter to Elizabeth Wheeler from Darcy Dye. **Hatton** said she had also been contacted by Elizabeth Wheeler because Elizabeth felt she had been thrown aside after working on certain plots of land for 23 years and, because, of the fact that she had been invited to be one of 58 volunteers. **Burns** said that Dr. Sylvia Russet and Ms. Darcy Dye were here so she would let them speak on this issue. Ms. Dye said that she wanted to make it clear that her beautification proposal and the letter to Ms. Wheeler were 2 very separate issues. Ms. Dye explained that her proposal was for a project to partner with Holmes Elementary for a collaborative garden. Ms. Dye said that there was so much excitement for this project that they had gone from 1 classroom of students to 4 classrooms of students and multiple teachers. **Doss** asked if this was a yearly commitment. Dye said that was something they still had to work out but she was hoping this would be a long-term partnership. **Doss** said that this was something that could possibly be funded by the North Bank Communities Fund. Dye said that she was working with other organizations on getting grants too. Dye also commended the Village DPW for their grounds crew's work this spring. **Council** agreed that this was a wonderful project and gave their consent.
- **Burns** reported to Council the generous donation of \$10,254 from Mr. Gary Verplank to the Tree Nursery as part of the Victoria Verplank Tree Memorial.

12. **Minutes** - Minutes of the April 17, 2017 Work Session were included in the Council packet for review. The April 24, 2017 regular meeting would be ready by Monday night.

13. **Public Comment** – Elizabeth Wheeler spoke to Council about her care of the 4 pocket gardens on Lake Street for the last 23 years and the letter she received from Darcy Dye. **Council** felt this was something that would be best handled between Manager Burns, Mrs. Dye and Mrs. Wheeler.

14. Adjournment – the meeting adjourned at 8:40 p.m.

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Joyce Verplank Hatton, Village President

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Maryann Fonkert, Deputy Clerk



## Draft Minutes

**Monday, May 15, 2017  
7:00 P.M., Barber School  
102 West Exchange Street  
Spring Lake, Michigan**

### **1. Call to Order**

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

### **2. Pledge of Allegiance**

### **3. Roll Call**

**Present:** Doss, Duer, Hatton, Miller, Powers, Van Strate.

**Absent:** TePastte

Motion by **Miller**, second by **Van Strate**, to excuse the absence of Council Member TePastte.

Yes: 6                      No: 0

### **4. Approval of the Agenda**

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

Yes: 6                      No: 0

### **5. Consent Agenda**

A. Approved the payment of the bills (checks numbered 58791-58869) in the amount of \$206,928.20.

B. Approved the minutes for the April 17, 2017 Work Session and the April 24, 2017 regular Council meeting.

C. Approved a request from Mr. Gary Hanks for two Courtyard Concerts on September 10, 2017 and September 9, 2018 in the 100 block of W. Savidge (next to Seven Steps Up).

D. Approved a Cross Connection Control Plan.

E. Approved an agreement with Spring Lake Township for equipment sharing.

- F. Approved an amendment to the 2016/2017 fee schedule, waiving the \$5 fee for a license to park in the Village right-of-way, through 12/31/2017.
- G. Approved budget amendments for fiscal year 2016/2017.
- H. Approved a public hearing for budget adoption for June 12, 2017 at 7:00 p.m.
- I. Approved the placement of delinquent water/sewer charges (including penalties) as liens on property taxes per Section 78-176 of the Code of Ordinances.
- J. Approved Mr. John Stuparits as the alternate representative on the Sewer Authority Board.

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

Yes: 6                      No: 0

## **6. General Business**

### **A. Spring Lake Fire Department Annual Report**

**Subject:** Fire Chief Brian Sipe was present to give his annual report.

Fire Chief, Brian Sipe, presented Council with his annual report. Chief Sipe shared that Scott Bennick was awarded 2016's Fire Fighter of the Year and also the lifesaving actions of Fire Fighter Katrina Beyer when she was in Florida on spring break.

### **B. Public Hearing – Cross-Connection Ordinance #347**

**Subject:** DPW Superintendent John Stuparits has requested an amendment to the Village's Cross-Connection Ordinance. The public hearing was published according to protocol.

Manager **Burns** explained that the Cross-Connection Ordinance was necessary to marry up what our practice actually was along with what our Ordinance read. **Burns** said that since this had been discussed over the last couple of months, this was basically a housekeeping item.

President **Hatton** opened the Public Hearing at 7:10 p.m.

No residents spoke during the public hearing.

Motion by **Van Strate**, second by **Miller**, the public hearing closed at 7:11 p.m.

Yes: 6                      No: 0

Motion by **Doss**, second by **Miller**, to Adopt Ordinance #347 amending the Village's Cross-Connection Ordinance.

Yes: 6                      No: 0

**C. Request for Usage – Central Park**

**Subject:** All Shores Wesleyan Church has requested the use of Central Park on June 14, 2017 from 6:00 p.m. – 9:00 p.m.

**Burns** explained that typically, a request like this would have been on the Work Session but the request was received after that meeting and if they waited until the June meeting it would be too late for their scheduling. **Burns** said that we don't usually turn down a request for the park, especially when it was received this far in advance.

Motion by **Duer**, second by **Miller**, to approve the request by All Shores Wesleyan Church to use Central Park on June 14, 2017 from 6:00 p.m. – 9:00 p.m.

Yes: 6                      No: 0

**7. Department Reports**

**A. Village Manager –** Manager **Burns** reported that she had just received an email from the Attorney regarding the status of our application and that it was in the hands of the Attorney General and the Governor and we were waiting for the Governor's signature. **Burns** said that the Attorney General's office has recommended that the Village submit all the paperwork to the Township Clerk and the County Clerk to move forward because they had no reason to believe that it wouldn't be signed and returned to the Village in a timely manner. Attorney **Sullivan** added that the odds of the Governor declining the request were not strong. **Hatton** asked who would be submitting the paperwork. **Burns** said that she had already turned in the paperwork to the Township Clerk and the Township Clerk would receipt them in and declare them received before the 4:00 p.m. deadline and would then work with the County Board of Election Commission to get them on the ballot.

**B. Clerk/Treasurer/Finance Director**

- C. OCSO**
- D. Fire**
- E. 911**
- F. DPW**

- G. Building
- H. Water
- I. Sewer

- 8. **Old Business and Reports by the Village Council** – There was no old business at this time.
- 9. **New Business and Reports by Village Council** – **Doss** reported that Whistle Stop Playground would be constructed on May 31<sup>st</sup> and June 1<sup>st</sup> and the Ribbon Cutting would be June 12<sup>th</sup> at 4:00 p.m.
- 10. **Status Report: Village Attorney** – There were no additions to the Village Attorney’s report.
- 11. **Statement of Citizens** – The following people spoke during Statements of Citizens;

Kim Gelderman, 414 E Exchange  
Rhonda Umstead, City of Grand Haven, Neighborhood Housing Services.  
Rebecca Neal, 1644 Franklin, Grand Haven  
Jamie Goswick, 17473 Crescent, Grand Haven

**12. Adjournment**

Motion by **Powers**, second from **Van Strate**, Village Council adjourned the meeting at 7:40 p.m.

Yes: 6                      No: 0

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Joyce Verplank Hatton, Village President

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Maryann Fonkert, Deputy Clerk



**Village of Spring Lake**  
**Council Work Session Draft Minutes**  
**June 12, 2017**  
**6:00 p.m.**  
**102 West Savidge Street (Downstairs EOC Conference Room)**  
**Spring Lake, MI 49456**

President **Hatton** called the meeting to order at 6:00 p.m.

1. **Save the Catwalk (Mayor Geri McCaleb, Diane Sheridan & Sharon Behm)** – President **Hatton** introduced Mayor McCaleb from the City of Grand Haven. Mayor McCaleb gave an update on the pier restoration and the status of the fundraising for the new/restored Catwalk. Mayor McCaleb also asked Council to consider contributing to the Catwalk restoration. Sharon Behm and Diane Sheridan explained their “Save the Catwalk” efforts including upcoming fundraisers.
2. **St. Mary’s Church Request to Close Prospect** –Mr. Ken Johnson from St. Mary’s Church was present. Mr. Johnson explained that St. Mary’s Annual Festival would be July 8<sup>th</sup> and they would like to close Prospect Street from about 10:00 a.m. to 4 or 5:00 p.m. leaving the 2 homes on that street with an ingress/egress at the Exchange Street end. St. Mary’s would contact the homeowners regarding the street closure.

**Council** had no objections to St. Mary’s request.

3. **Short-term Rental Resolution of Support** - Manager **Burns** explained that Ferrysburg City Council Member, Timothy O’Donnell, has requested support from the NW Ottawa Communities, by way of a Resolution, to share with the elected officials in Lansing with the hope of retaining local control of zoning issues.

**Council** agreed they would like to support this requested resolution.

4. **North Bank Communities Fund Grant Agreement** - Manager **Burns** shared that the Village had received a Grant for \$2,000 to install signage at the tree nursery to honor Vicki Verplank and her contributions to the installation and maintenance of the nursery.
5. **Mill Point Park Reservation** - Manager **Burns** explained that Odd Side Ales requested the use of Mill Point Park on August 19<sup>th</sup> to hold a Craft Beer and Music Festival. **Burns** also explained that Odd Side Ales had to obtain the proper licensing and liability insurance, which they indicated they were prepared to do.

**Council** agreed they would approve this request.

6. **Historical Committee Vacancy** – **Burns** explained that there were vacancies on the Historical Committee and that Sheron Collins had applied for one of those vacancies.

**Burns** said that Council Member **Miller** knew her and had recommended her to fill one of the openings.

7. **Roof Bids – Burns** reported that Tim Vander Zande, from The Architectural Group, had emailed the bid tab late that afternoon and still needed a little time to go over the 3 lowest bidders to make sure he was comparing apples-to-apples. **Burns** shared that the lowest bids were from East Muskegon Roofing at \$74,800, J. Stevens Roofing at \$74,900 and Mikalan Roofing at \$76,600, **Burns** asked Council if, to expedite the roof repair, they would be comfortable granting Hinga or herself the ability to sign the contract based on Vander Zande's recommendation.

**Duer** said that he had been involved with East Muskegon Roofing on some big facilities and they had done a really good job. **Burns** said they had also come highly recommended by the Architectural Group. **Hatton** suggested that J. Stevens be considered since they could complete the project a month sooner. **Hatton** also suggested getting a referral from the Township on the company they had used for their new roof.

**Council** agreed they would like to go with the recommendation from Mr. Vander Zande and allow **Burns** and/or **Hinga** to execute the agreement.

8. **SLHF Liaison Position – Burns** explained that she was not sure how long that liaison position had been in place but that she and **Hinga** did not see any benefit from this position. **Burns** said there was never any communication back and forth and no meeting minutes were ever shared so they believed that this position had outlived its usefulness.

**Council** agreed that if there were no benefits from this position that it could be eliminated.

9. **Budget Amendments (Marv Hinga) - Hinga** explained the budget amendments that included moving money between line items in the DDA to cover paving on Buchanan St, appropriating money being offset by State Grants money, transfer money to pay for Whistle Stop playground equipment while waiting on additional donations and that the expenditures for Central Park had come in higher than expected with the improvements and dedication. **Hinga** also explained that there were 2 budget adjustments for furnishing and blinds in the Police Department and for the Jackson Street road end. **Hinga** said the net effect was that they were either offsetting increased expenditures by additional revenues that came in or by cutting expenditures in other line items.

**Council** agreed they were comfortable with these budget adjustments.

10. **Budget Resolutions – Hinga** explained that there was a resolution to adopt the Annual Budget and one to establish the Millage rate.

11. **Community Engagement Meetings** - Community Engagement meetings regarding disincorporation would be held on June 19<sup>th</sup> and June 20<sup>th</sup>. Council Member **Powers** shared a resolution, prepared by the Village Attorney, clarifying the rolls of each participant of the Community Engagement. **Hatton** said that she had not met Stacy Trapani or Eric Lumphur, and she would like to be able to meet them and wondered why she had not met them already. Manager **Burns** explained that none of the participants had met Trapani or Lumphur. **Burns** also explained that Mr. Lumphur was the moderator and would have a short power point presentation explaining the different forms of government and then the majority of the time would be spent answering questions from the audience. **Powers** explained that the resolution was Council's formal statement explaining to the public why the individuals were chosen to be on the panel.

**Council** agreed the resolution could be added to the Consent Agenda.

12. **Communications** - These communications were included in the packet and there was no further discussion.

- Japanese Knotweed removal
- Library Calendar (June)
- Top Butcher Liquor License

13. **Minutes** - Minutes of the May 8, 2017 Work Session and May 15, 2017 regular meeting.

Council agreed that since they had not received their packets with the minutes until earlier that day, they would table approval until the July 17<sup>th</sup> meeting to give them a chance to read them over.

14. **Public Comment** – Elizabeth Wheeler mentioned the upcoming fundraiser for the Winsor McCay Park.

15. **Adjournment** – the meeting adjourned at 7:00 p.m.

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Joyce Verplank Hatton, Village President

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Maryann Fonkert, Deputy Clerk



## DRAFT MINUTES

Monday, June 12, 2017  
7:00 P.M., Village Hall  
Downstairs Conference Room/EOC  
102 West Savidge Street  
Spring Lake, Michigan

### 1. Call to Order

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

### 2. Pledge of Allegiance

### 3. Roll Call

**Present:** Doss, Duer, Hatton, Miller, Powers, Tepastte, Van Strate.

**Absent:** None

### 4. Approval of the Agenda

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

Yes: 7                      No: 0

### 5. Consent Agenda

- A. Approved the payment of the bills (checks numbered 58870-58943) in the amount of \$439,965.80.
- B. Tabled the approval of the minutes from the May 8, 2017 Work Session and the May 15, 2017 regular Council Meeting until the July 17, 2017 meeting.
- C. Approved the adoption of Resolution 2017 – 07, a Resolution regarding Short-term Rentals.
- D. Approved a grant agreement with Grand Haven Area Community Foundation for a \$2,000 grant from the North Bank Communities Fund.
- E. Approved a request from Odd Side Ales to reserve Mill Point Park on August 19, 2017 for a Craft Beer and Music Festival.
- F. Approved the appointment of Sheron Collins to the Historical Committee with her term

expiring 11/2018.

- G. Approved the elimination of the Spring Lake Heritage Festival Village Liaison position.
- H. Approved budget amendments to the 2016/2017 Fiscal Year budget.
- I. Allowed the Village Clerk and Village Manager to approve a contract at a cost not to exceed 77,000 to reroof Village Hall and DPW building.
- J. Approved a request from St. Mary's Church to close Prospect between M-104 and Exchange on July 8, 2017 from 10:00 AM to 5:00 PM.
- K. Approved the adoption of Resolution 2017-12, a Resolution in the form presented to the meeting, offered by **Powers**, supported by **Doss**.

Motion by **TePastte**, second from **Van Strate**, to approve the amended Consent Agenda, tabling the minutes from the May 8, 2017 Work Session and the May 15, 2017 regular Council Meeting until the July 17, 2017 meeting.

Yes: 7                      No: 0

## 6. General Business

### A. 2017/2018 Fee Schedule

**Subject:** In conjunction with each budget, Village Council was asked to consider approving an amended fee schedule.

**Hinga** explained that the only major change at this time was a 5% increase across the board for rentals at Tanglefoot Park and a 10% increase on the docks at Tanglefoot Park and Mill Point Park. **Hinga** said there were waiting lists for seasonal sites at Tanglefoot and the docks at both parks.

Motion by **Doss**, second by **Miller**, to Adopt the Fiscal Year 2017/2018 Fee Schedule.

Yes: 7                      No: 0

### B. Public Hearing to Adopt the Fiscal Year 2017/2018 Budget

**Subject:** The Village Council held a Public Hearing on the FY 2017/2018 Budget.

President **Hatton** opened the Public Hearing at 7:12 p.m.

Elizabeth Wheeler, 120 N Lake Avenue, asked if there were any increases or additions in the new budget.

**Hinga** and **Burns** explained that there was a copy of the Budget in the lobby and on the Village website for review.

Motion by **Van Strate**, second by **Miller**, the public hearing closed at 7:18 p.m.

Yes: 7                      No: 0

Motion by **Duer**, second by **Miller**, to Adopt the Fiscal Year 2017/2018 Budget.

Yes: 7                      No: 0

**C. Public Hearing to Consider and Adopt the Fiscal Year 2017/2018 Millage Rate.**

**Subject:** The Village Council held a Public Hearing on the FY 2017/2018 Millage Rate which was recommended to be 9.58 for the General Fund and .78 for Debt Retirement for a total of 10.36 mills.

President **Hatton** opened the Public Hearing at 7:20 p.m.

Lee Schuitema, 408 E Exchange, said that he wished that Olive Township, where he owned property, would adopt a millage rate like the Village was adopting. Schuitema said that his taxes would go down considerably.

Elizabeth Wheeler asked what the millage rate was last year. **Hinga** said that last year's millage rate was 10.36 total, with the millage rate for operations was 9.54 and debt service was .82, so there was no net change.

Motion by **Doss**, second by **Van Strate**, to close the public hearing at 7:22 p.m.

Yes: 7                      No: 0

Motion by **TaPastte**, second by **Miller**, to approve Resolution 2017 - 11, a Resolution to adopt the Fiscal Year 2017/2018 Spring Lake Village Millage Rate.

Yes: 7                      No: 0

**7. Department Reports**

**A. Village Manager** – Manager **Burns** reported that the MERS report came in and there was a small change. **Burns** said that, unfortunately, the change was not in the right direction but they were not backsliding at a perilous rate.

**B. Clerk/Treasurer/Finance Director**

**C. OCSO**

**D. Fire**

**E. 911**

**F. DPW**

**G. Building**

**H. Water**

**I. Sewer**

**J. Minutes from Various Board & Committees**

1. Downtown Development Association

**8. Old Business and Reports by the Village Council** – There was no old business to discuss.

**9. New Business and Reports by Village Council** – **Doss** asked about signage for the Jackson Street Pier stating the closing time. **Doss** said the neighbors had asked her to check on this because there have been issues with people staying very late and being loud.

**Van Strate** reported that behind Old Boy's there were 2 swinging gates that are sometimes partially open into the bike path and were a hazard for those biking through.

**Burns** thanked Lee Schuitema for the pig he roasted for the Whistle Stop Ribbon Cutting ceremony.

**10. Status Report: Village Attorney** – There were no additions from the Village Attorney.

**11. Statement of Citizens** – Lee Schuitema commented that he felt the Whistle Stop Ribbon Cutting ceremony was very successful and the kids looked like they were having a great time. Mr. Schuitema also thanked Shape Corp. for all their hard work with installation.

Elizabeth Wheeler said that she had experienced similar experiences with street end parks and people staying late.

**12. Adjournment**

Motion by **Van Strate**, second from **Duer**, Village Council adjourned the meeting at 7:35 p.m.

Yes: 7

No: 0

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Joyce Verplank Hatton, Village President

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Maryann Fonkert, Deputy Clerk