

Village of Spring Lake

Council Work Session

May 14, 2018

7:00 p.m.

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

www.springlakevillage.org

1	<p>7:00 p.m. – Short-term Rentals (Bob Mersereau & Ron Bultje)</p> <p>At the April 9, 2018 Work Session, Mr. Bob Mersereau asked to be placed on the agenda in order to discuss his short-term rental. Mr. Ron Bultje will also be present to answer any questions that Mr. Mersereau or Council may have regarding the current Village ordinance.</p>
2	<p>7:15 p.m. – Resignation of Council Member Megan Doss</p>
3	<p>7:16 p.m. – Interviews for Council Vacancy</p> <ul style="list-style-type: none">• Steve Nauta• Marianne Martinus• Susan Petrus
4	<p>7:46 p.m. – Board/Committee Appointments</p> <p>Due to the resignation of Council Member Doss, Council will need to contemplate her replacement on several boards/committees:</p> <ul style="list-style-type: none">• Library Board• Parks & Recreation/Tree Board• SLT/SLV Board
5	<p>8:00 p.m. – Neighborhood Housing Services (Rhonda Klein)</p> <p>Rhonda has asked to make a presentation to Council regarding a new proposal for Neighborhood Housing Services.</p>
6	<p>8:10 p.m. – Central Park Reservation - Ride of Silence</p> <p>This is an annual event that stages at Central Park. The organizers are requesting permission to utilize Central Park on May 16, 2018 at 6:00 p.m.</p>
7	<p>8:18 p.m. – Railing Replacement Bids</p>

	<p>The railing along the boardwalk contiguous to Old Boys is in need of replacement. The bids for the project came in higher than anticipated. The DDA have reviewed the bids and recommend approving a \$55,000 bid from Anlaan</p>
8	<p>8:21 p.m. – Stonegate Sewer Discussion</p> <p>During the SAW grant process, it was discovered that the manholes servicing the Stonegate development were completely paved over. When unable to locate the manholes, staff directed Plummer’s Environmental to televise the sewer system that services that development. It was during this televising that the issue was discovered. Communication has taken place with both the Village attorney and members of the association.</p>
9	<p>8:25 p.m. – National Boating Safety Week Proclamation</p>
10	<p>8:26 p.m. – DPW Director Search Update</p>
11	<p>8:30 p.m. – Delinquent Utility Accounts (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>
12	<p>8:32 p.m. – Oak Tree</p> <p>The Oak Tree at the Intermediate School has undergone it’s third evaluation. The third evaluation states the same thing that the first two evaluations stated; the tree is dying and poses a risk to both people and property. The Tree Board has, once again, contemplated the future of the tree and suggests following the arborist’s recommendation to remove the tree.</p>
13	<p>8:46 p.m. – 2018/2019 Budget Discussion (Marv Hinga)</p> <p>Council will have received a proposed budget for 2018/2019. Staff has compiled this budget based on conversations that took place at the strategic planning/goal setting session back in February. Staff has also</p>

	<p>incorporated recommendations from the Parks & Recreation Board as well as the DDA.</p> <ul style="list-style-type: none"> • Revenues/Expenditures • Fees • Brownfield Loan
14	<p>9:14 p.m. - Set Public Hearing for Budget Adoption (Marv Hinga)</p> <p>The public hearing for the adoption of the 2018/2019 Fiscal Year budget will take place on June 11, 2018 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>
15	<p>9:16 p.m. – Budget Amendments (Marv Hinga)</p> <p>The Finance Committee will review the proposed budget amendments immediately prior to the Work Session and will have recommendations.</p>
16	<p>9:19 p.m. – Use of Mill Point Park Bandshell</p> <p>Weiss Chiropractic & Wellness Center has requested the use of the Mill Point Park Bandshell on July 28, 2018 from 1-4 p.m.</p>
17	<p>9:20 p.m. – Communications</p> <ul style="list-style-type: none"> • DDA Report – Village Adventure • Library Calendar (May) • Michigan Municipal League – Worker’s Compensation Award • Michigan Municipal League – Feature Article • Sewer Force Main • Street Closing – Grandview to Prospect • Tree Removal – 231 E. Savidge
18	<p>9:23 p.m. - Minutes</p> <p>Minutes of the April 9, 2018 Work Session and April 16, 2018 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to May 18, 2018.</p>
19	<p>9:24 p.m. - Public Comment</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.
20	9:30 p.m. – Adjourn

April 30, 2018

Mark Powers, President
Chris Burns, Village Manager
Village of Spring Lake
102 West Savidge
Spring Lake, Michigan 49456

Dear Mark and Chris,

It is with much regret that I must resign as Village President Pro-tem, of the Village of Spring Lake. At this time, our family is pulling me in all sorts of directions and I am finding it hard to balance.

It has been my pleasure to work with the staff of the Village and my fellow Council members. If you need anything, please do not hesitate to call me.

With Warmest Regards,
Megan Doss



Board and Commission Application

Name: Stephen Nauta Telephone: (616) 846-0559

Address: 107 S Division St Date: 5/2/18

Email Address: stevennauta@aol.com @ _____

Years as a Village Resident: 20 Occupation¹: Clinical Social Worker

Background/Interests: _____

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Historic Commission | <input type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes No Seasonally – from _____ to _____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

I've enjoyed serving on Council in the past. I care a great deal about the village and am very invested in the downtown development

Concerns for the Village; if any:

1) Development of a good Master Plan
2) Infrastructure improvements
3) Design standards for the downtown

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

¹ Please attach a resume.



Board and Commission Application

Village of Spring Lake

Name: MARIANNE MARTINUS Telephone: 616-745-2164 MAY 10 2018
Address: 209 S Park Street Date: 5-9-18 Received

Email Address: M.MARTINUS23@aol.com
Years as a Village Resident: 30 (PROPERTY OWNER) Occupation: FORMER SOFTWARE TRAINER / SPACE PLANNER
Background/Interests: See Attached

Please check the board(s) or commission(s) that you would be willing to serve on:

- Village Council, Planning Commission, Zoning Board of Appeals, Parks & Recreation/Tree Board, Friends of Barber School, Historic Commission, Development Area Citizens Council, Spring Lake Lake Board, Beautification Committee, DDA, Library Liaison, Lloyd's Bayou

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes, No, Seasonally - from to

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

See attached

Concerns for the Village; if any:

[Blank lines for concerns]

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

1 Please attach a resume.

Why would you like to be on the board you have selected?

My reason for stepping in to a vacated seat on the council:

Passion, for continuous success for a better community

Passion, to making Spring Lake a great place to live, work and play.

Passion, a vision to keep my home in this great community a place where more people want to call home and proud to be a resident of Spring Lake!

Collectively, as a team player representing the people of Spring Lake (Village), being a member of the council will allow me to enthusiastically help mold our town to a greater place to call home.

A little about who I am and why I'd love to be part of Spring Lake's vision.

Professional Career - Working for several West Michigan furniture manufacturing companies for 20+ years as a Design Specialist, I have been successful and collaborative partner developing solutions for customers, architects, and end users. I possess great insight providing compromising solutions. In addition worked for an International software company training and developing a more user friendly program.

I have been recognized by the Westinghouse Electric Corporation Chairman for the Pride in Performance Award which is presented to a select group of employees for their achievement and outstanding performance. I believe that through my many travels, I have a keen eye for characteristics that create a unique community. An example of this was starting a Bagel / Coffee Shop in the Village of Ada / Cascade I take pride in my family values and integrity in making decisions based on what is best for the residents of the community. I look forward to applying my skills as a council member to the Village of Spring Lake.

Family:

Family values are the key to a great family as well a reflection on my community. My two sons are all grown and now enter a new chapter in life as well as myself in volunteering in my community. My husband and I have owned our home for over 30 years and loved it so much bought the village home to call our forever home. We had always envisioned leaving the country for the quaint town of Spring Lake. Our vision is to live out our final years in the town we love. We love meeting new people that we cross paths along the bike path. I take pride in my neighborhood and know the council has the same vision.

Entrepreneurial Experience – In 1992, my husband and I started the first New York style bagel company in Ada / Cascade. This successful bagel / coffee / deli business received many community awards for best bagel voted by On the Town Magazine; supplier to 3 metro Grand Rapids hospitals; recognition by Mel Trotter Ministries for community service; and several other awards for community sponsorships, service and participation in community events.

Volunteerism:

Village volunteerism –The past two years (plus this year) have been involved with the Spring Lake Heritage Festival assisting with ticket purchase throughout the key revenue days ; plus Assisting / running the Annual "Corn Hole tournament"

Bethany Christian Volunteer- Provide assistance to the refugee program in the Grand Rapids greater area.

Church Volunteer-Provided assistance with the annual Church Festival/Sports Programs

I take pride in my family values and integrity in making decisions based on what is best for the residents of Spring Lake community. As a family of 13 – 12 adopted I lived in a world of major compromise and I look forward to applying my skills as a council member to the Village of Spring Lake.

Marianne Martinus
209 S. Park Street
Spring Lake, MI
616-745-2164



Village of Spring Lake
MAY 10 2018

Received

Please note that I will need to be interviewed by phone as I will be out of town on business Monday, May 14th. Thanks!
Board and Commission Application

Name: Susan Petrus Telephone: 314-221-4027

Address: 407 Barber St. Date: 5/9/2018

Email Address: suspetrus@aol.com

Years as a Village Resident: 5 yrs. Occupation¹: SVP, Customer Experience Operations

Background/Interests: Attached

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Historic Commission | <input type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes No Seasonally – from _____ to _____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

Attached

Concerns for the Village, if any: Attached

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

¹ Please attach a resume.

Background/Interests:

I was fortunate to have grown up in Spring Lake. College, career, and marriage took me to other parts of the country. Every place that I have lived has had something wonderful to offer, but Spring Lake and the surrounding communities are truly unique and always just felt like “home”. When we decided to return to this area six years ago, living in the Village was on the top of our wish list. I am married and have two children in their early teens, so as far as interests---it tends to be family and kids. I also enjoy many types of recreation and fitness, reading, and gardening.

I would like to join the Village Council for a few reasons:

- I care about the community I live in and love the Village. Everything from the downtown and local businesses to the access we have to our parks, recreation, the bike path, the library, and our schools. As a place to live it has so much to offer and the plus factor of being so centrally located to the broader Tri-Cities area. I think we have a great opportunity to not only maintain the heritage of our Village and what makes it great today, but also support changes that meet the needs and desires of future generations and continue to make improvements that add to the attractiveness for those who live, play/visit, or work here.
- If you want to make a difference, you must be willing to step up and get involved. This is a great opportunity for me to do just that. Although I do not have prior elected official/government experience, I do think aspects of my professional experiences are applicable. I have also spent years in an industry that is highly regulated by the government, so I have a practical appreciation for the need to get things done the right way. I believe I have some leadership strengths that would be helpful as a Council member like communication and listening, collaboration and getting things done thru/with others, a strong business acumen and critical thinking skills and a strength in seeing beyond the short term. I also feel that we are part of a larger community—the Tri-Cities/NWOC—and we should be thinking about how we collaborate and leverage the relationships and resources for our residents and businesses. My hope is that my work with the YMCA and other related recreation initiatives would be a nice connection for the Village Council.

Concerns for the Village, if any:

None, no specific agenda. I like the direction that I have seen from the Village Council. I think the opportunities and future for our Village are very exciting. I would be honored to represent our Village community and to work on their behalf to continue to make this a great place to live, visit and work

Susan Petrus
Senior Vice President, Customer Experience Operations
McKesson



An accomplished healthcare industry executive, Susan Petrus has led sales, operations, and market segment strategy for some of the world's leading healthcare companies. Currently, Susan is Senior Vice President of Customer Experience Operations for the U.S. Pharmaceutical division of McKesson Corporation, the nation's largest healthcare services and technology company. She has overall responsibility for delivering an efficient and outstanding customer experience to several thousand customers and sales support for hundreds of field sales professionals. This includes key operating functions such as customer and technology support for multiple business units, sales solutions, business optimization, sales process and technology, training, customer proposal and contracting, and compensation.

Susan has a broad range of leadership experiences in both corporate and field management roles. Prior to her current role, Susan served as Vice President of Strategic Initiatives for McKesson U.S. Pharmaceutical. In this position, she led the integration of two key distribution wholesaler acquisitions, exceeding all financial business case metrics. In addition, she led the development of a sales and marketing strategy for entering an adjacent market opportunity resulting in \$100 million in first-year sales and a business segment that continues to provide high growth.

Before joining McKesson, Susan led the healthcare business unit at Moore Corporation, a worldwide manufacturer of print and digital business communication products and services. During her tenure, the business unit grew double digits, improved market share, launched new technology products, and successfully secured relationships with key national accounts. Susan began her career at Baxter International where over the course of ten years she held positions that included progressively more responsibility in logistics, operations, sale, region management, and corporate and national accounts.

Susan holds a BA in business from Miami University in Oxford, Ohio. She is a member of Women Business Leaders (WBL) of the U.S. Healthcare Industry Foundation. Susan serves on the healthcare business advisory board for Cielo, a leading human resources and recruitment outsourcing company. She also is a member of the board of directors for the Tri-cities Family YMCA whose mission is youth development, healthy living, and social responsibility. She is a previous board member of Project, Inc. and DeCycleIt!, not for profit companies whose mission is to provide long-term, employment to special needs individuals



Neighborhood Housing Services Municipality Collaboration Proposal

In an attempt to get away from the current agreement that caps the individual municipality contribution and doesn't allow any group to know how much to budget until after the budgeting process is complete we are proposing a new agreement.

The current agreement estimates the possible deficit and sets a percentage contribution based on clients served in that same fiscal year. It has a capped contribution amount.

The new agreement will be for 3 years beginning in FY19. The number of clients served through our department had an increase in 2017 but remains somewhat steady. Additionally, the number of clients served in each area remains consistent.

The new proposal is simply a request for a combined budget contribution of \$60,000 from all 5 municipalities. We will use an average number of clients from calendar years 2015, 2016 and 2017. From that average number of clients we will create a percentage of clients served. That percentage will represent the amount of \$60,000 we request from each neighbor. The amount will remain the same for 3 years.

New Proposal

Municipality	Average # of Clients Served per Year in 5 Areas	Percentage of NHS Clients	Contribution Request
City of Grand Haven	41	42%	\$25,200
Grand Haven Township	26	27%	\$16,200
City of Ferrysburg	4	4%	\$2,400
Village of Spring Lake	13	13.5%	\$8,100
Spring Lake Township	13	13.5%	\$8,100
Total	97	100%	\$60,000

97 = Average number of clients in 5 municipalities

	C of GH	GHT	COF	VSL	SLT
2015	29	23	4	13	12
2016	44	20	4	12	13
2017	50	36	4	13	15
Total	123	79	12	38	40
Average	41	26	4	13	13
%	42%	27%	4%	13.5%	13.5%



Memorandum of Understanding
Between
City of Grand Haven's Neighborhood Housing Services
And
Village of Spring Lake

This Memorandum of Understanding sets forth the terms and understanding between Neighborhood Housing Services (NHS) a department of the City of Grand Haven located at 11 N 6th Street, Grand Haven, MI 49417 and the Village of Spring Lake a Michigan municipal corporation, located at 102 West Savidge Street, Spring Lake MI 49456 to provide financial support to NHS for the services their office provides to residents located within the Village of Spring Lake.

NHS has provided services to Ottawa county residents since 2007. Since its inception the department has been able to operate on various grant funds. Major shifts in funding at the state level have resulted in an almost 100% reduction in the funds made available for single family homeownership programs. The rising costs of housing and the cost of home improvements in Ottawa County is making the demand for our services continue to rise and the reduction in state funding results in a substantial shortfall for NHS. A financial partnership with neighboring municipalities will allow NHS to continue to provide valuable services to all areas of Ottawa County.

For FY 18/19 contributions are calculated as follows:

An average percentage of clients served over the previous 3 calendar years will determine the Village of Spring Lake's contribution.

The amount billed will be the agreed upon percentage of any **actual** shortfall.

\$60,000 is the projected budget shortfall for FY18/19, which represents the maximum contribution that will be requested from participating municipalities.

See charts below:

Municipality	Average # of Clients Served per Year in 5 Areas	Percentage of NHS Clients	Contribution Request
City of Grand Haven	41	42%	\$25,200
Grand Haven Township	26	27%	\$16,200
City of Ferrysburg	4	4%	\$2,400
Village of Spring Lake	13	13.5%	\$8,100
Spring Lake Township	13	13.5%	\$8,100

97 = Average number of clients in 5 municipalities

	C of GH	GHT	COF	VSL	SLT
2015	29	23	4	13	12
2016	44	20	4	12	13
2017	50	36	4	13	15
Total	123	79	12	38	40
Average	41	26	4	13	13
%	42%	27%	4%	13.5%	13.5%

The goals of this partnership are to provide enough funding support to NHS to allow for current services to continue. This will be accomplished through the roles and responsibilities of each partner as detailed below.

Neighborhood Housing Services will:

- Provide Education services, which are foreclosure prevention, homebuyer education which includes group, one on one and online, group financial capability workshops and pre purchase counseling to COF residents through funds from the HEP and HUD grants.
- Continue strong bank relationships with area banks for the home owner repair, NIP, program.

- Provide one on one financial coaching through the Financial Empowerment Center.
- Provide a mid-year and end of year report showing the number of Spring Lake residents served in the current year.
- Provide an updated budget mid-year and at the end of the year that shows budget shortfall.
- Provide an invoice to Village of Spring Lake in June of 2019 based on the agreed upon percentage of clients served for the Village.

Village of Spring Lake and its authorized officials will:

- Respond to requests for payment in a timely manner.
- Respond to requests for municipality data to assist with any and all potential grant writing.
- Provide feedback to NHS staff and allow for adjustments to partnership before ending this arrangement.
- Agree to a partnership that lasts 1 year.
- Agree to a partnership that begins on July 1, 2018 and ends on June 30, 2019.

This MOU is at-will and may be modified by mutual consent of authorized officials from the City of Grand Haven and the Village of Spring Lake. Any modifications or amendments must be in writing and signed by all parties after the approval of their respective boards and councils. This MOU shall become effective upon signature by the authorized officials from the City of Grand Haven and the Village of Spring Lake and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the City of Grand Haven and the Village of Spring Lake this MOU shall end on June 30, 2019 with the anticipation of another MOU to be immediately signed for the following year.

City of Grand Haven Neighborhood Housing Services
 Rhonda Kleyn, Neighborhood Development Coordinator
 11 N. 6th Street, Grand Haven MI 49417
 616-935-3275

Village of Spring Lake
 Christine Burns, Village Manager
 102 West Savidge Street, Spring Lake MI 49456
 616-604-6324
 Christine@springlakevillage.org

NEIGHBORHOOD HOUSING SERVICES:

PRINTED NAME _____ DATE: _____

SIGNATURE _____

Village of Spring Lake:

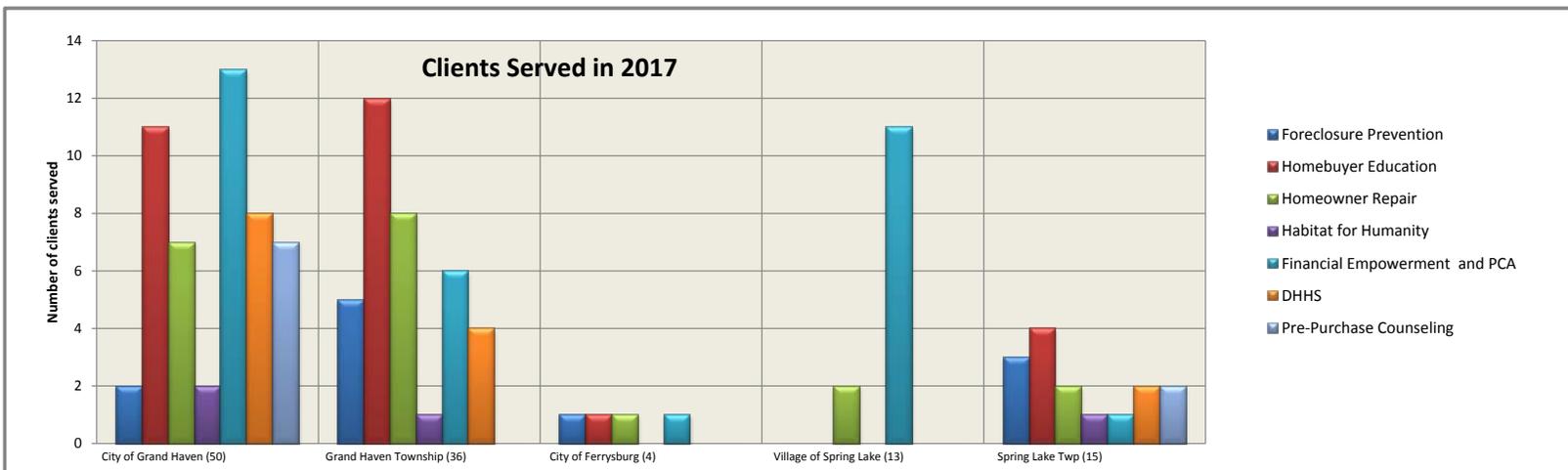
PRINTED NAME _____ DATE: _____

SIGNATURE _____



**NHS Clients served in Northern Ottawa County
January 1, 2017 to December 31, 2017**

	Foreclosure Prevention	Homebuyer Education	Homeowner Repair	Habitat for Humanity	Financial Empowerment and PCA	DHHS	Pre-Purchase Counseling
City of Grand Haven (50)	2	11	7	2	13	8	7
Grand Haven Township (36)	5	12	8	1	6	4	0
City of Ferrysburg (4)	1	1	1	0	1	0	0
Village of Spring Lake (13)	0	0	2	0	11	0	0
Spring Lake Township (15)	3	4	2	1	1	2	2



Christine Burns

From: Christian Miller <christianmillervids@gmail.com>
Sent: Monday, April 30, 2018 11:58 AM
To: Christine Burns
Subject: Central Park Ride of Silence

Hello Christine,

My name is Christian Miller, I am the manager of Loose Spokes Bicycle Sales and Service. This year is our first year hosting one of the international Ride of Silence events that are done to raise awareness of those cyclists who have been hit while riding. Unfortunately it is a serious problem for everyone around the world, and quite frankly we are sick and tired of it.

Mark Stoll was the director of the ride last year, but we were more than happy to take over the event. I contacted Deputy Kik about the ride and he mentioned I should touch base with you regarding the starting location and ending location of the ride. The ride starts at Central Park in Spring Lake at 7 PM on Wednesday May 16. We arranged to have Deputy Dyer as the police escort.

If we need to do anything to reserve a portion of the park from May 16 at 6 PM to about 8 PM, let me know. You can reach me at the shop (616) 847-1980 or my cell phone (616) 402-2343.

The attached link is our facebook event page with more details.

<https://www.facebook.com/events/2055670808034791/>

This link is to the official Ride of Silence website.

<http://www.rideofsilence.org/main.php>

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Thanks,
Christian

BOARDWALK RAILING REPLACEMENT VILLAGE OF SPRING LAKE



VILLAGE OF SPRING LAKE



TABULATION OF BIDS

PROJECT: Boardwalk Railing Replacement – 180112.01

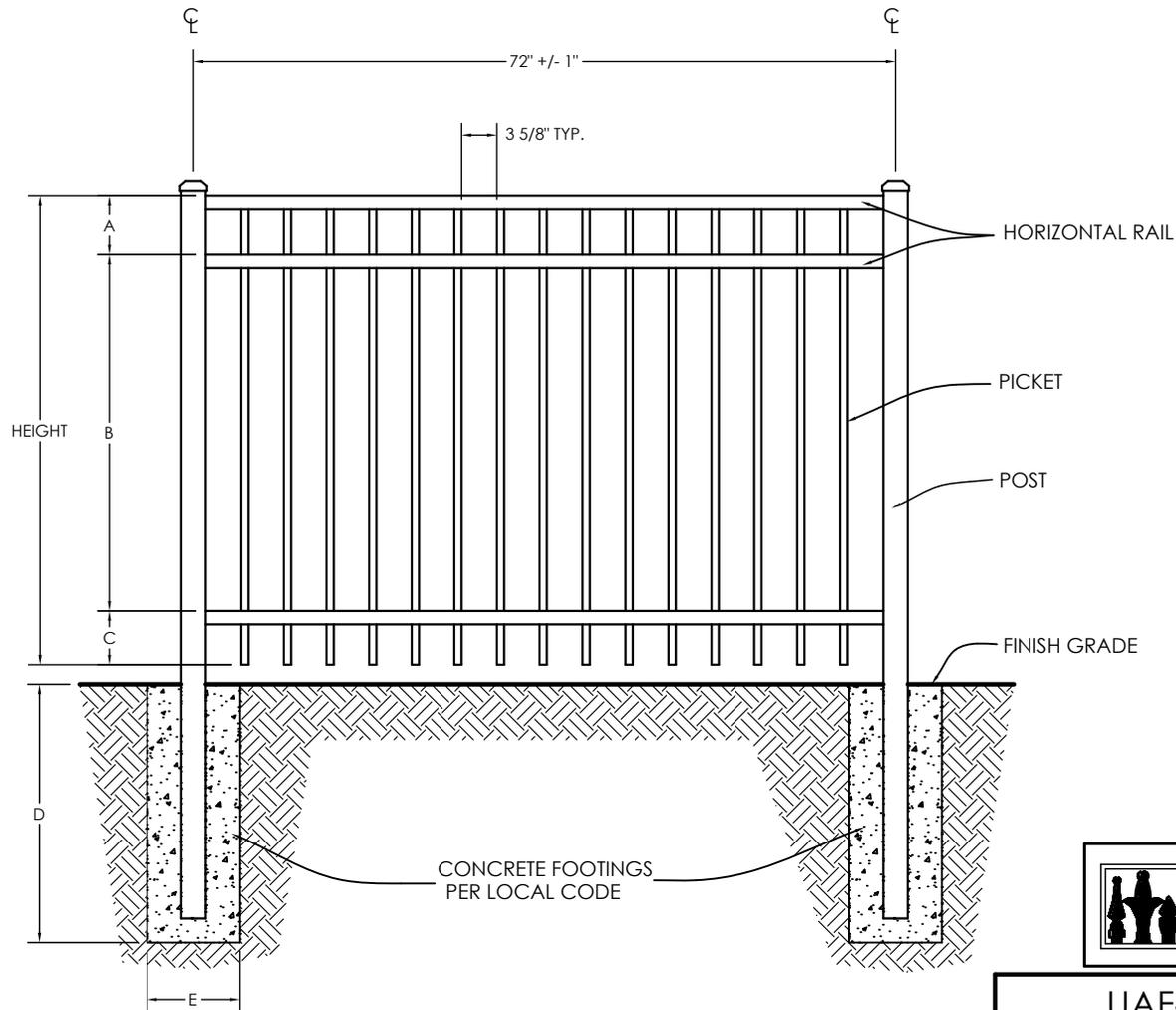
BIDS RECEIVED: TIME: 9 a.m.

DATE: Thursday, April 12, 2018

PLACE: Office of the Clerk
Village of Spring Lake
102 West Savidge Street
Spring Lake MI 49456

ENGINEER'S ESTIMATE: \$45,000.00

Contractor	Bid Bond	Bid Signed	Bid Amount
AnLaan Corporation	√	√	\$64,600.00
Jordan Intercoastal, LLC	√	√	\$73,812.00
Grand River Construction, Inc.			—
Straight Line Fence LLC			—



**UAF-200 FLAT TOP
COMMERCIAL**

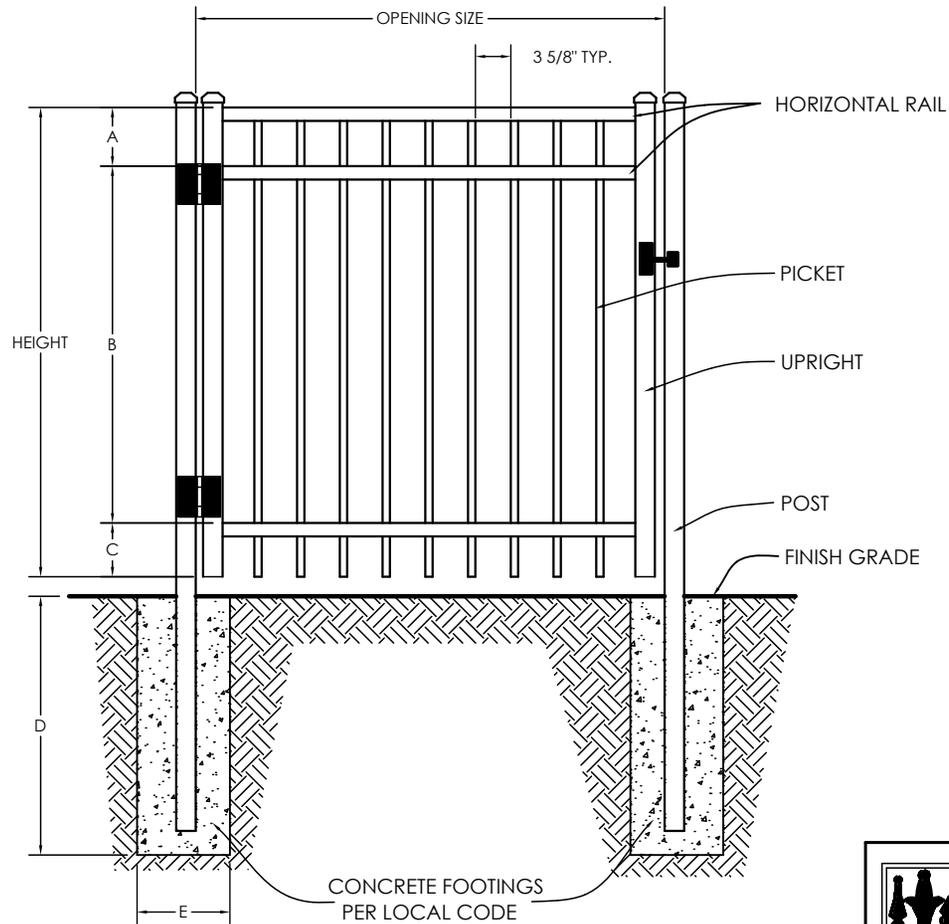
9-1-13

SPECIFICATIONS

POSTS:	2" x 2" x .080" WALL 2" x 2" x .125" WALL 2 1/2" x 2 1/2" x .100" WALL 3" x 3" x .125" WALL
HORIZONTAL RAILS: SIDE WALLS TOP WALLS	1 3/8" W x 1 1/4" H .088" .065"
PICKETS: PICKET SPACING	3/4" x 3/4" x .055" WALL 3 5/8" BETWEEN PICKETS

DIMENSIONS

HEIGHT	A	B	C	D	E
3'	6"	24 1/2"	5 1/2"	PER LOCAL CODE	
3 1/2'	6"	30 1/2"	5 1/2"	PER LOCAL CODE	
4'	6"	36 1/2"	5 1/2"	PER LOCAL CODE	
4 1/2'	6"	42 1/2"	5 1/2"	PER LOCAL CODE	
5'	6"	48 1/2"	5 1/2"	PER LOCAL CODE	
6'	6"	60 1/2"	5 1/2"	PER LOCAL CODE	



**UAF-200 FLAT TOP GATE
COMMERCIAL**

01/02/14

SPECIFICATIONS

POSTS:	2" x 2" x .080" WALL 2" x 2" x .125" WALL 2 1/2" x 2 1/2" x .100" WALL 3" x 3" x .125" WALL
UPRIGHTS:	2" x 2" x .080" WALL
HORIZONTAL RAILS: SIDE WALLS TOP WALLS	1 3/8" W x 1 1/4" H .088" .065"
PICKETS: PICKET SPACING	3/4" x 3/4" x .055" WALL 3 5/8" BETWEEN PICKETS

DIMENSIONS

HEIGHT	A	B	C	D	E
3'	6"	24 1/2"	5 1/2"	PER LOCAL CODE	
3 1/2'	6"	30 1/2"	5 1/2"	PER LOCAL CODE	
4'	6"	36 1/2"	5 1/2"	PER LOCAL CODE	
4 1/2'	6"	42 1/2"	5 1/2"	PER LOCAL CODE	
5'	6"	48 1/2"	5 1/2"	PER LOCAL CODE	
6'	6"	60 1/2"	5 1/2"	PER LOCAL CODE	

President Mark Powers,

National Safe Boating Week is coming up shortly, May 19-25, 2018, and the Coast Guard Auxiliary has been reaching out to local municipalities to assist in our efforts with a proclamation. While many towns don't have the navigable waters that Spring Lake has, most contain a large number of boaters. National safe boating week is an initiative from the National Safe Boating Council with partners such as ourselves to bring the message of boating safety and life jacket use to the public before they get out on the water. We hope that you'll consider a proclamation to help in our efforts to save lives. Thanks very much for your time.

Very respectfully,

Ralph Fairbanks
Flotilla Staff Officer - Public Affairs
US Coast Guard Auxiliary, Grand Haven, MI
(616) 786 4664
rfairban@prodigy.net

The following is a sample proclamation format you can use to appropriately announce Spring Lake's participation in this year's National Safe Boating Week.

PROCLAMATION

Recreational boating is fun and enjoyable, and we are fortunate that we have sufficient resources to accommodate the wide variety of pleasure boating demands. However, our waterways can become crowded at times and be a place of chaos and confusion. While being a marvelous source of recreation, boating, to the unprepared, can be a risky sport. Not knowing or obeying the Navigation Rules or the nautical "Rules of the Road," drinking alcohol or taking drugs while operating a boat, or choosing not to wear your life jacket when doing so is clearly not the smart thing to do, are all examples of human error or a lack of proper judgment. One particular behavior that can reduce the number of boaters who lose their lives by drowning each year by approximately 80% is the wearing of a life jacket. It is a simple task that has the potential to reduce terrible loss in lives.

Knowledge and skills are important in reducing human error and improving judgment. If people are aware of the risk, they are likely to take the precautionary measures to protect themselves and their friends and family. That is why we must continue to spread the messages of boating safety not only during National Safe Boating Week but also throughout the entire year.

Whereas, on average, 700 people die each year in boating-related accidents in the U.S.; approximately 70% of these are fatalities caused by drowning; and

Whereas, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment, or environmental factors; and

Whereas, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

Whereas, today's life jackets are more comfortable, more attractive, and more wearable than styles of years past and deserve a fresh look by today's boating public.

Therefore, I, _____, do hereby support the goals of the North American Safe Boating Campaign and proclaim May 19-25, 2018, as National Safe Boating Week and the start of the year-round effort to promote safe boating.

In Witness Whereof, I urge all those who boat to "Wear it" and practice safe boating habits.

Given under my signature and the seal of

at the city of _____

this

day of _____, in 2018.



Woodland Tree Services, Inc.

P.O. Box 439

Rockford, MI 49341

616-696-7400

info@4yourtree.com

WWW.4YOURTREE.COM

April 10, 2018

Ben VanHoeven
Village of Spring Lake

Ben;

Thank you for the follow-up request for the opinion on the health and safety of the grand old Red Oak on east side of Spring Lake Intermediate School.

I have stopped and checked on the condition of the tree April 10, 2018, approximately 10:00 a.m. Although the tree is still dormant and no swelling of the living buds has started it is still apparent that there is much dieback of twig and branch structure. As was indicated last year, August 2017, this tree has been subjected to many limitations and has depleted it's reserves of stored energy. I have included photos to better help you understand my position for it's removal. Simply stated, this tree had very little chance to survive the root damage that took place during construction.

A handwritten signature in black ink that reads "Wm B Drews". The signature is written in a cursive, slightly slanted style.

Wm. B. Drews

Woodland Tree Services, Inc.

Cell: 616-443-7442

Wm Drews - I.S.A. Certified Arborist # MI-0309A

ISA Qualified Tree Risk Assessor

Michigan Oak Wilt Qualified Professional # MIOWQ-007

*Photos & Attachements





Aug 3rd 2017

Tree # 6) Red Oak – 52” D.B.H.

Location: Spring Lake Intermediate School

Concern: Health and Safety

Statement: This large, old, Red Oak has endured a lot of root disturbance from recent construction. This root loss has put this tree into a slow decline. It has put this tree into a slow decline. It has been using up it's stored reserve of energy to survive.

Recommendation was given to address it's need for nutrients on the last request for recommendations. To my knowledge, that was not done. I am sorry to say, that I believe it is too late to retrieve by feeding now.

Recommendation: Remove before it becomes hazardous for vehicles and persons.

Tree # 7) Silver Maple – 42” D.B.H.

Location: Wind Drift Entrance

Concern: High exposure location – Restricted vision

Statement: Considering the restricted root area, street and curb limitation, this tree is reasonably healthy. One dog-leg limb should be trimmed out anticipating a future breakout over the road.

Recommendation: Retain – Trim and monitor

Tree # 8) Silver Maple – 22” D.B.H.

Location: 367 Lake Street

Concern: High exposure location – Restricted vision

Inspection: Large deadwood in crown – basal cavity

Recommendation: Removal

Thank you,

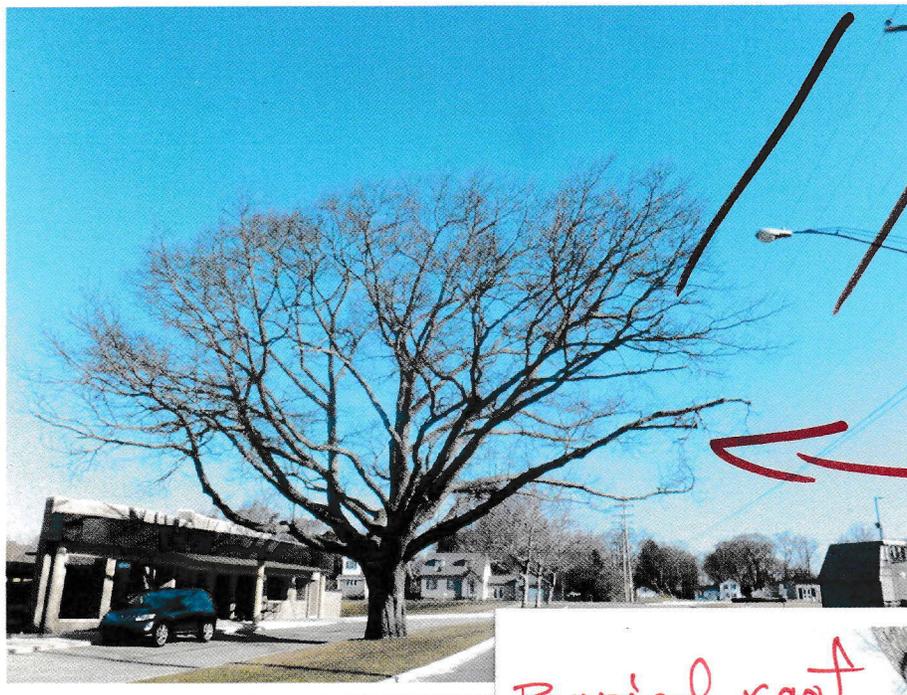
William B. Drews

Woodland Tree Services, Inc.

Cell: 616-443-7442

Wm Drews - I.S.A. Certified Arborist # MI-0309A

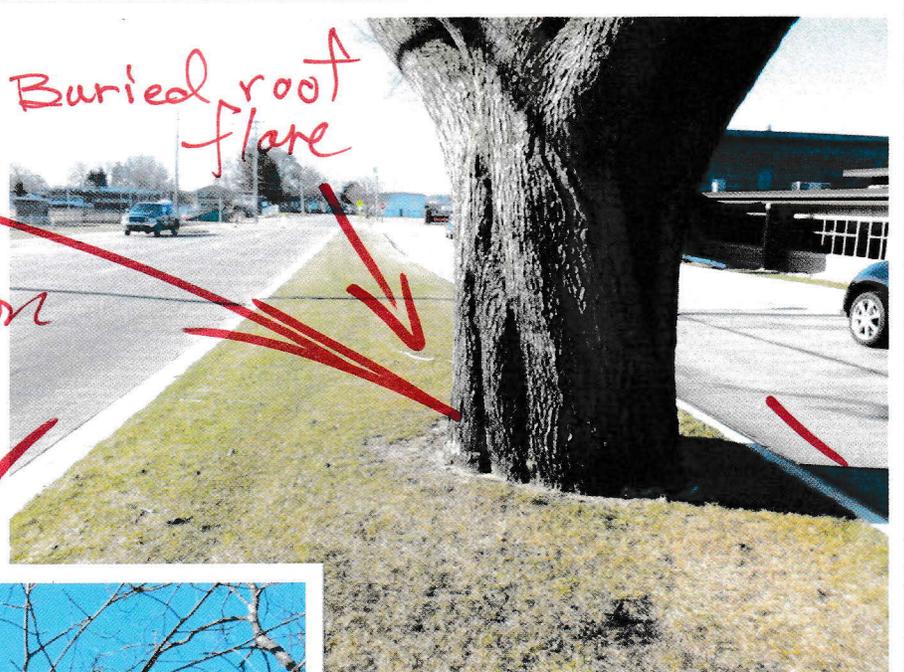
I.S.A. Qualified Tree Risk Assessor



Electric lines

Clearance
Trimming
for power lines

Buried root
flare

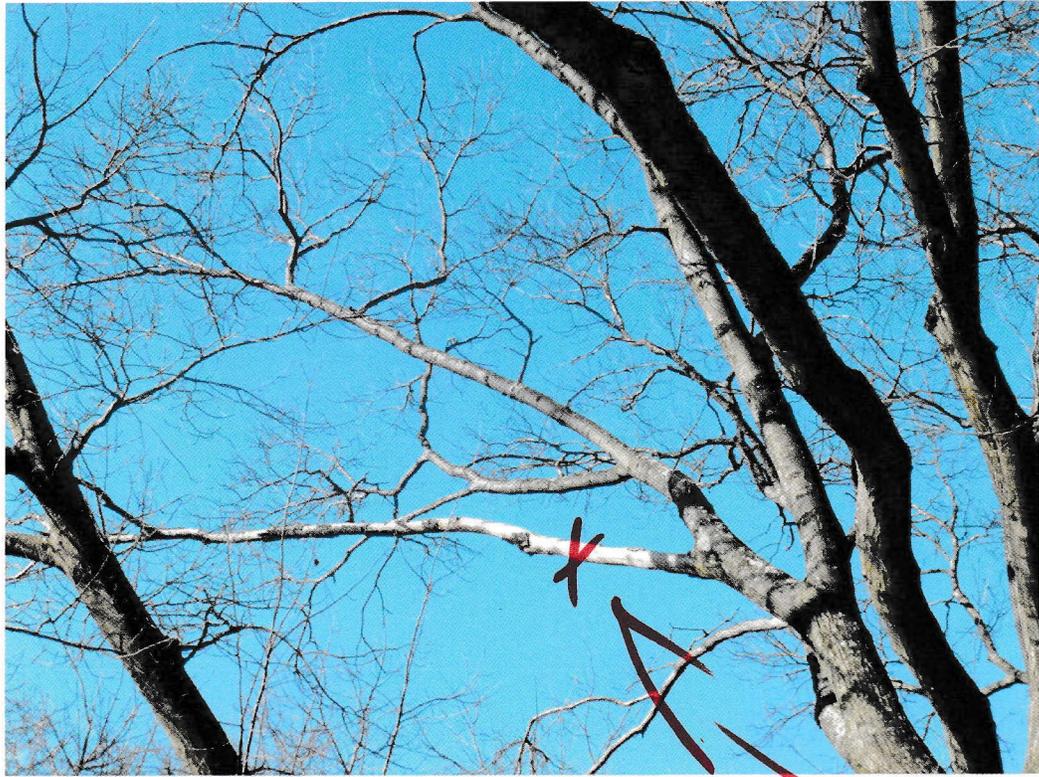


Soil back fill
during construction
"Very" limited
Root Zone

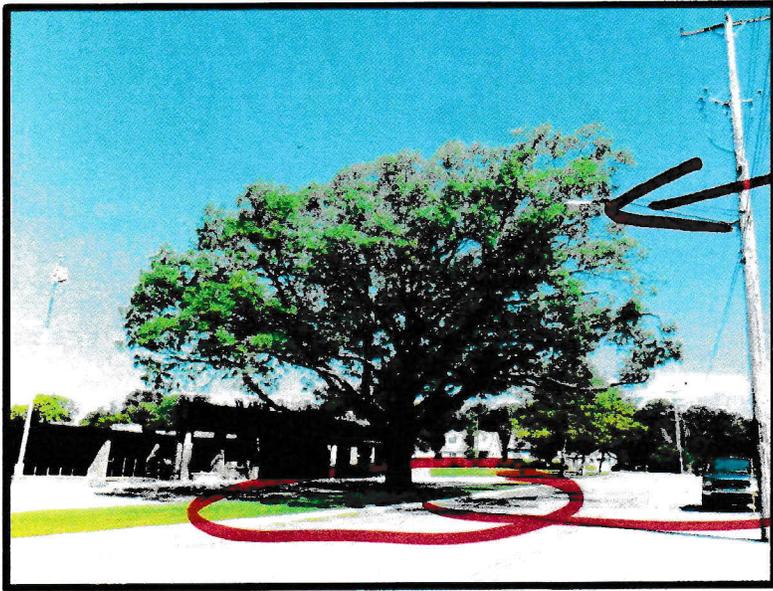
Sucker production
Poor callus response



Cavity in limb
with decay

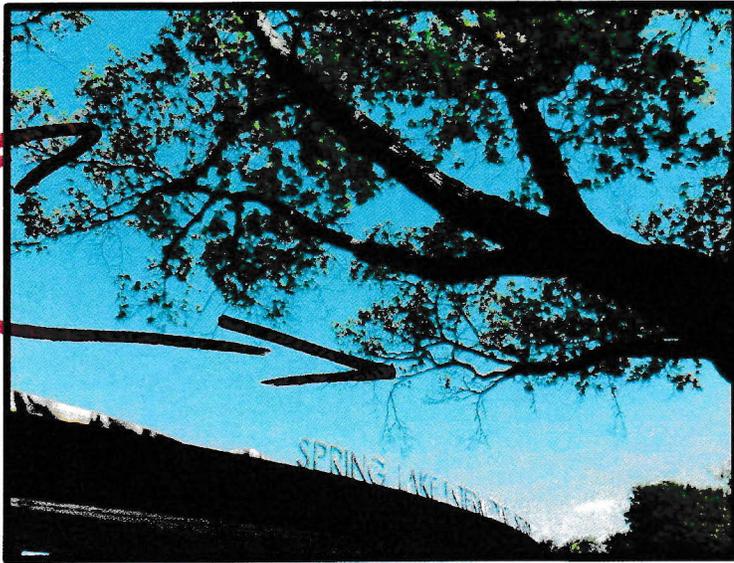


Large dead
limbs



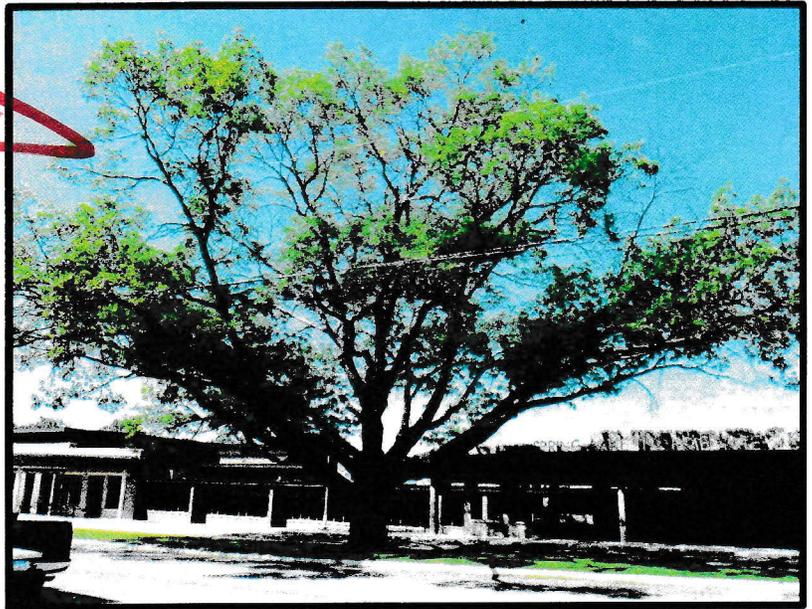
#6

Restricted root area



Declining crown
Chlorotic foliage
3-4" Dead limbs

2017 Photo
Serious decline



"High" exposure
location

Children + Adults
Cars + Buses
Vehicle Traffic



this sample is from
a living branch
Note the progressively
slowing growth between
bud scar also called
internode extension
this oak is depleted
of stored energy

leaves will develop on
these buds "but"
the death of this tree
is not just probable
its predictable



Village of Spring Lake
 May 2018 Budget Adjustments

	Fund	Dept.	Account	Current	Proposed	Change
101-857.000-703.000	General Fund	Promotions	Part Time Wages	1,202	1,352	150
101-857.000-703.001	General Fund	Promotions	Part Time Wages - Overtime	0	60	60
101-857.000-703.300	General Fund	Promotions	Crossing Guards	7,040	7,250	210
101-857.000-704.000	General Fund	Promotions	Social Security	975	1,235	260
101-857.000-705.000	General Fund	Promotions	Retirement Fund Contribution	200	350	150
101-857.000-711.000	General Fund	Promotions	Workers Compensation	50	100	50
101-857.000-740.000	General Fund	Promotions	Operating Supplies	0	150	150
101-857.000-881.000	General Fund	Promotions	Coast Guard Festival	4,500	3,300	(1,200)
101-857.000-889.000	General Fund	Promotions	Web Site	600	660	60
101-857.000-889.100	General Fund	Promotions	Newsletter	1,750	1,860	110
Adjust Current Year Budget for Promotions Department.				Net Change		0
101-215.000-702.000	General Fund	Clerk/Treasurer	Full Time Wages	41,354	46,000	4,646
101-215.000-704.000	General Fund	Clerk/Treasurer	Social Security	3,165	3,519	354
101-215.000-709.000	General Fund	Clerk/Treasurer	Medical Insurance	7,096	7,300	204
101-215.000-711.000	General Fund	Clerk/Treasurer	Workers Comp	30	65	35
101-215.000-801.000	General Fund	Clerk/Treasurer	Professional Services	108,000	104,081	(3,919)
101-215.000-804.100	General Fund	Clerk/Treasurer	Audit Services	3,900	3,500	(400)
101-215.000-831.000	General Fund	Clerk/Treasurer	Tax Statement Preparation	1,200	0	(1,200)
101-215.000-860.000	General Fund	Clerk/Treasurer	Travel/Training	3,300	3,400	100
101-215.000-910.000	General Fund	Clerk/Treasurer	Insurance	2,700	2,850	150
101-215.000-956.200	General Fund	Clerk/Treasurer	Bank Fees	300	330	30
Adjust Current Year Budget for Clerk/Treasurer Department.				Net Change		0
101-441.000-708.000	General Fund	DPW	Vision Care Reimbursement	0	150	150
101-441.000-709.000	General Fund	DPW	Medical Insurance	17,746	15,666	(2,080)
101-441.000-711.000	General Fund	DPW	Workers Comp	250	480	230
101-441.000-910.000	General Fund	DPW	Printing & Publishing	0	500	500
101-441.000-910.000	General Fund	DPW	Insurance	1,800	2,000	200
101-441.000-940.000	General Fund	DPW	Equipment Usage	27,000	28,000	1,000
Adjust current year DPW Department Budget.				Net Change		0
212-444.000-702.001	Pathway Fund	Sidewalks	Overtime Pay	400	1,200	800
218-444.000-702.000	Pathway Fund	Sidewalks	Full Time Wages	2,672	3,000	328
218-444.000-703.441	Pathway Fund	Sidewalks	Part Time Wages	6,800	6,128	(672)
218-444.000-705.000	Pathway Fund	Sidewalks	Retirement Fund Contribution	106	50	(56)
218-444.000-910.000	Pathway Fund	Sidewalks	Insurance	900	500	(400)
Adjust current year Pathways Fund Budget.				Net Change		0
101-000.000-403.000	General Fund	Revenue	Real Property Tax	869,762	875,400	5,638
101-000.000-664.000	General Fund	Revenue	Interest Income	2,500	7,662	5,162
101-450.000-921.000	General Fund	Street Lighting	Electric Service	7,200	18,000	10,800
Adjust current year Street Lighting Budget				Net Change		0



VILLAGE OF SPRING LAKE

102 W. Savidge Street, Spring Lake, MI 49456
(616) 842-1393 - Fax (616) 847-1393

Village of Spring Lake

Spring Lake Mill Point Park Band Shell Agreement

MAY 08 2018

Date of Function: July 28, 2018 Time of Function: 1pm - 4pm
Community: Family Fun Day # Expected: 100-200
Date of This Request: 5/2/18 Telephone # 616-846-2330 Cell # 616-638-8868
Individual, entity or organization sponsoring or conducting the event: Weiss Chiropractic and Wellness Center
Address: 124 W. Savidge St. Spring Lake, MI. 49456

Received

- 1. Prospective users may make a request to the Village Council to reserve the Mill Point Park Band Shell for civic, charitable, other non-profit events for no charge or pre-approved commercial events who pay the requisite fee determined from time to time by the Village Council in the Annual Fee List (\$25.- Village resident and \$50 non-resident). Reservations shall be made through the Village Office during regular business hours. A reservation is confirmed only upon approval by the Village Council and completion of this agreement. The Mill Point Park Band Shell may be reserved any day or evening that other activities are not scheduled.
2. The time limit for use is two hours except for those who request the Village Council for up to four hours & for Village sponsored events (Heritage Festival, Thursdays at the Point, etc.).
3. A refundable security deposit of \$100 is required for all events. Provide a separate check to the Village of Spring Lake with this agreement. It will be returned after the event if no damage occurs.
4. Please answer the following:

A. Is your planned event a fully non-profit event? Yes ___ No X

B. Will anything be sold by anyone at this event? Yes
If yes, what is being sold and by whom (name of entity/organization/individual)

We are planning to support local vendors + allow them to sell goods that relate to health

C. Is there any type of fee charged to anyone to be present at or to participate in this event? Yes ___ No X

If yes, who is receiving the fee? _____

D. Is any entity or organization named in B and C above a legally established non-profit organization as defined under the Internal Revenue Code? Yes X No ___

Continued on back

Issuance of a permit to use the Mill Point Band Shell is in part in reliance upon the truth and accuracy of this application/agreement. Any violations of this agreement or any misrepresentations may result in the revocation of the permit and a police order for immediate removal of all persons associated with your event from the Mill Point Band Shell.

5. Decorations must not be taped, nailed, stapled, or glued to the pillars or structure. Because there is an underground sprinkling system, **DO NOT PUT STAKES INTO THE GROUND.** Any decorations used must be removed.
6. The selling, distribution, or consumption of alcoholic beverages at the Mill Point Band Shell is prohibited, unless approved separately by the Village Council.
7. The behavior of all persons attending any event is the responsibility of the person and/or the sponsoring organization or entity, (hereinafter "responsible parties") making the reservation. The responsible parties agree to ensure that all guests behave in such a manner so as not to cause any damage to any persons or property on the premises or to interfere with the rights of neighboring property owners. By your signature on this document, you, the responsible person and sponsoring organization/entity reserving the park, assume the responsibility for any damage caused by your acts, the acts of any of your guests or any other third party present at the Mill Point Band Shell during the period of reservation.
8. To the fullest extent permitted by law x Weiss Chiropractic (responsible party) shall defend, protect, hold harmless, and indemnify the Village of Spring Lake, its officers, directors, council members, managers, members, employees and agents (hereinafter collectively "Related Parties") from and against any and all liability, loss, claims, demands, suits, costs, fees and expenses (including actual fees and expenses of attorneys, expert witnesses and other consultants), by whomsoever brought or alleged, and regardless of the legal theories upon which premised, including, but not limited to, those actually or allegedly arising out of bodily injury to or sickness or death of, any person, or property damage or destruction (including loss of use) which may be imposed upon, incurred by or asserted against the Village of Spring Lake or its related parties allegedly of actually arising out of or resulting from any and all used or occupancy of the Village of Spring Lake as described in the User Agreement, including without limitation any breach of contract or negligent act or omission of x Weiss Chiropractic (responsible party) or of x Weiss Chiropractic (responsible party) consultants, subcontractors or suppliers, or agents, employees or servants of x Weiss Chiropractic (responsible party). This indemnity provision shall include claims alleging or involving joint or comparative negligence.
9. The undersigned hereby acknowledge and agree that they have read this agreement and will fully comply with the terms hereof. Failure to restore the premises to its prior condition shall result in the liability for any damages or loss.

I have read this agreement and agree to comply with the terms thereof,

Signature(s) of, and on behalf of, responsible parties: 

Print Name: Michael Warner

Agreement Approved and Updated:



Spring Lake District Library Calendar of Events

May 2018



Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>Questions about library programs or services?</p> <p>Call 616.846.5770 or visit sllib.org for more info</p>	 <p>Facebook.com/SpringLakeDistrictLibrary</p>	<p>1 9:45 am Little Movers Storytime 10:45 am Baby Bounce Storytime</p>	<p>2 4-5 pm LEGO Block Party</p>	<p>3 10:30 am Preschool Storytime: <i>Eating Healthy</i> 7 pm Smart Plants for Pollinators</p>	<p>4 10:30 am Preschool Storytime: <i>Eating Healthy</i></p>	 <p>Financial Ratings Series now available at sllib.org</p>
<p>6 3-4 pm Music by the Fireplace: Classical Guitarist Kyle Thompson</p> 	<p>7 10 am SLDL Friends; newcomers welcome 2 pm Social Media and Your Personal Data Security</p>	<p>8 9:45 am Little Movers Storytime 10:45 am Baby Bounce Storytime</p>	<p>9 9:30 or 10:45 am OAISD Play 'n Learn ages 0-5 6:30 pm More than Moors: The Gardens of Scotland</p>	<p>10 10:30 am Preschool Storytime: <i>Staying Safe</i> 4-5 pm Full STEAM Ahead: <i>Rube Goldberg Machines</i></p>	<p>11 10 am Cut the Cable: Alternatives to Cable TV 10:30 am Preschool Storytime: <i>Staying Safe</i></p>	<p>12 Check out the Great Lakes Marine collection</p>
<p>13 Sunday hours 2-5 pm</p>	<p>14</p>	<p>15</p>	<p>16 9:30 am OAISD Play 'n Learn ages 0-24 months 7 pm Meet Karen Dionne, author of MI Notable Book, <i>The Marsh King's Daughter</i></p>	<p>17 4 pm SLDL Friends Book Club</p>	<p>18</p>	 <p>Twitter.com/sldlibrary</p>
<p>20 Sunday hours 2-5 pm</p>	<p>21 1-5 pm AARP Smart Driver Course part 1 of 2; pre-registration required</p>	<p>22 1-5 pm AARP Smart Driver Course part 2 of 2; pre-registration required</p>	<p>23 3:30-5 pm Teen 'Scape ages 10-18 7 pm Community Conversation</p>	<p>24</p>	<p>25</p>	 <p>magazines & audiobooks available at sllib.org</p>
<p>27 Closed Sunday hours will resume after Labor Day</p>	<p>28 Closed Memorial Day</p> 	<p>29</p>	 <p>movies, music & more!</p>	 <p>find at sllib.org</p>	<p>31</p>	 <p>Sign up at Youth Services</p>

Library programs and events are photographed or recorded for publicity or promotional purposes of the Library. Persons attending these programs or events consent to the use of their photograph or recording unless they specifically notify Library staff of an objection to such use. No names will be used in conjunction with photographs or recordings without express written consent.



Michigan Municipal League Workers' Compensation Fund

LOSS CONTROL AWARD

PRESENTED TO

Village of Spring Lake

Lowest Experience Modification Factor

Policy Year July 1, 2017 – June 30, 2018

Fund Members with Premiums \$5,001 – \$15,000

A handwritten signature in blue ink, appearing to read 'M. Forster', is positioned above a horizontal line.

MICHAEL FORSTER
Fund Administrator



We love where you live.

April 30, 2018

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

Dear Ms. Burns:

Congratulations to you and your employees for receiving one of 32 Loss Control Achievement Awards presented annually by the Michigan Municipal League Workers' Compensation Fund. These awards recognize our members' for their outstanding efforts in maintaining safe work environments and their dedication to reducing workers' compensation losses through employee training.

The Village of Spring Lake is being recognized for having one of the two lowest experience modification factors for the policy year July 1, 2017 thru June 30, 2018 in Category 5, which is Fund members with premiums \$5,001 - \$15,001.

Enclosed is a certificate recognizing your achievement. Also, we will publish the winners in the next *Membership News* eblast the Fund issues, as well as sending a press release to local print media. If you are interested in having a presentation photograph taken for use in your local newspaper, please contact Jennifer Orr at (734) 669-6341 or jorr@mml.org, so that a convenient time can be arranged.

On behalf of your 902 fellow members of the League Workers' Compensation Fund, thank you for your commitment to safe work practices.

Sincerely,



Michael Forster
Fund Administrator



Jennifer Orr
Membership Services

We love where you live.





102 W. SAVIDGE ST. • SPRING LAKE, MI 49456

PHONE: 616-842-1393 • FAX: 616-847-1393

www.springlakevillage.org

Dear Exchange Street property owner,

The Village is collaborating with the City of Ferrysburg and Spring Lake Township to replace the sewer force main that services all our communities. Total cost of the project is estimated at \$13,969,283, of which \$1,780,343 is the Village's share. The sewer force main project will take approximately four (4) months to complete. We have included a chart showing the proposed timeline for construction. Engineers plan on soliciting bids in May and anticipate the project will commence yet this summer/fall. This project will be extensive and inconvenient but is absolutely necessary to provide dependable sewer service the residents on the North Bank of the Grand River.

The reason for our communication is to give property owners as much advanced warning as possible to consider your options for parking, dust mitigation and other issues that may arise during construction. We will provide further communication as construction draws nearer.

It is imperative we start addressing our infrastructure needs, including this force main, sooner versus later. The Village will be holding a Community Conversation on June 28th at 6:30 p.m. at the Spring Lake District Library where will be discussing our aging infrastructure, as well as many other issues. We encourage you to attend this event to hear more. If you have questions regarding this, or any other project, you may also call Village Hall at 616-842-1393.

Sincerely,

Christine Burns
Village Manager

Spring Lake

16140 148TH Avenue
Spring Lake, MI 49456



Athletic Department

Telephone: (616) 846-5506
Fax: (616) 847-5850

April 23, 2018

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

Dear Mrs. Burns,

Spring Lake Schools has again been awarded the District Baseball and Softball Tournament to be played on June 2, 2018.

We would like to have permission to close Grandview from the school property on Grandview to Prospect Street on South Street. We would have a No Parking Zone in that area with all parking in the school parking lots. This would allow us to run the tournament as we have in the past.

Please contact me if you need any further information. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Cavin Mohrhardt".

Cavin Mohrhardt
Athletic Director
Spring Lake High School



102 W. SAVIDGE ST. • SPRING LAKE, MI 49456

PHONE: 616-842-1393 • FAX: 616-847-1393

www.springlakevillage.org

April 23, 2018

Bradley & Diana Bench
231 E. Savidge
Spring Lake, MI 49456

Dear Mr. & Mrs. Bench,

This letter serves as notification that the Village will be removing the dead limbs from your tree that overhang the right-of-way. The tree has continued to deteriorate and serves as a threat to motorists and pedestrians along M-104. As soon as we receive final approval from MDOT, the tree crews will be performing trimming and removal services along Savidge. Our preference was that you would voluntarily have the tree trimmed or removed. Unfortunately, we cannot risk waiting any longer for that to occur.

If you have questions regarding the trimming and costs associated with such, please feel free to contact me at christine@springlakevillage.org or 616-842-1393.

Sincerely,

Christine Burns
Village Manager

Enclosure



102 W. SAVIDGE ST. • SPRING LAKE, MI 49456

PHONE: 616-842-1393 • FAX: 616-847-1393

www.springlakevillage.org

July 10, 2017

Bradley & Diana Bench
231 E. Savidge
Spring Lake, MI 49456

Dear Mr. & Mrs. Bench,

We have been monitoring the tree located in your front yard for the past several years. It appears that the tree has a number of large, dead limbs. There is potential liability associated with your tree dropping limbs on the sidewalk or the street. In the event of a storm, the tree could pose a threat to your home, pedestrians or vehicular traffic. Last week's tragedy in Grand Haven only pressed me to finally write this letter to you.

Could you please contact me within the next two weeks to outline your plan to remove the dead limbs from your tree? Should you choose not to act, the Village may have the dead portion that is hanging over our right-of-way removed and assess the cost to your property. We would obviously prefer that you handle the trimming yourself so that the tree no longer poses as threat to your property and others. My email address is christine@springlakevillage.org or feel free to call me at 616-842-1393.

Thank you for your attention to this matter.

Fondly,

Christine Burns
Village Manager



DRAFT MINUTES

Monday, April 16, 2018
7:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan

1. Call to Order

President Pro-Tem Doss called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Present: Doss, Duer, Hanks, Miller and Van Strate.

Absent: Powers & TePastte

Motion **Miller**, second from **Van Strate**, to excuse the absence of Council Members **Powers** and **TePastte**.

Yes: 5 No: 0

4. Approval of the Agenda

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

Yes: 5 No: 0

5. Consent Agenda

A. Approved the payment of the bills (checks numbered 59687-59765) in the amount of \$233,366.32.

B. Approved the minutes for the March 12, 2018 work session and the March 19, 2018 regular Council meeting.

C. Approved budget amendments for Fiscal Year 2017/2018.

D. Approved the allocation of \$10,000 towards the MERS Police unfunded pension to match Ferrysburg's contribution.

E. Approved a Memorandum of Understanding with Spring Lake Township regarding personnel sharing.

F. Approved an agreement with Ottawa Conservation District for invasive species treatment.

G. Approved a communication to state legislators regarding HB 5723 & SB 157.

Motion by **Hanks**, second from **Miller**, to approve the Consent Agenda as presented.

Yes: 5 No: 0

6. General Business

A. Ottawa County Update – Roger Bergman

Subject: County Commissioner Roger Bergman will be present to give his annual Ottawa County Update.

County Commissioner Roger Bergman updated **Council** on the activities and accomplishments of Ottawa County over the last year. Commissioner Bergman shared that the Ottawa County Department of Public Health (OCDPH) received the 2018 Jean Chabut Health Policy Champion award for achieving Project Public Health Ready (PPHR) national recognition. Commissioner Bergman also shared that the Sheriff's Office was holding Civilian's response to Active Shooter events, and the 5th annual Ottawa County Technology Forum – Developing a Culture and a Workforce that Thrives will be held on April 26th and that Ottawa County's population increased by 8.5%.

B. Ordinance 348

Subject: The ordinance adoption is the last piece of the recodification puzzle. The adopting Ordinance also contains Schedule A, which lists all substantive changes requested by the Village during the course of the re-codification process.

There was no discussion.

Motion by **Hanks**, second from **Duer**, to adopt Ordinance 348, to re-codify the Village of Spring Lake Code of Ordinances, which also contained Schedule A, which listed all substantive changes requested by the Village during the process.

Yes: 5 No: 0

C. Master Plan Distribution List

Subject: Williams & Works is requesting that the Village Council authorize staff

to distribute the draft plan through approval of a formal resolution. Further, this resolution asserts the Village Council's right to provide the final approval of the Master Plan. Revisions based on Planning Commission, Council, and public review are anticipated throughout the final phase of the Master Plan project. Formal action is required to commence the review process.

There was no discussion.

Motion by **Duer**, second from **Miller**, to approve Resolution 2018 – 07, a resolution to authorize staff to distribute the draft Master Plan and to assert Village Council's right to provide the final approval of the Master Plan.

Yes: 5 No: 0

7. Department Reports

- A. Village Manager** – There were no additions
- 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. Historic Conservation Committee**

8. Old Business and Reports by the Village Council – There was no Old Business.

9. New Business and Reports by Village Council – There was no New Business.

10. Status Report: Village Attorney – Village Attorney had no additions to his report.

11. Statement of Citizens

Lee Schuitema, 408 W. Exchange, said that he wanted to add to Commissioner Bergman's Ottawa County report by sharing that Ottawa County had the lowest Medicare rates in the State.

State Representative Daniela Garcia introduced herself to Council and shared that she was running for Michigan's 30th Senate District.

12. Adjournment

Motion by **Van Strate**, second from **Duer**, Village Council adjourned the meeting

at 7:19 p.m.

Yes: 7

No: 0

Megan Doss, President Pro-Tem

Maryann Fonkert, Deputy Clerk



Village of Spring Lake
Draft Minutes Council Work Session

April 9, 2018

7:00 p.m.

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

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

1. **Ordinance Adoption (Recodification) - Burns** explained that the Ordinance Recodification had been reviewed by the Village Attorney and was ready to be adopted when **Council** was ready. **Council** agreed to move forward with the process for adoption and recodification.
2. **Jackson Street Sink Hole Update (John Stuparits) - Stuparits** reported that the Jackson Street sink hole had been a problem for about a year and that he had received a price to repair it but, unfortunately, due to the high-water table they had been unable to repair it and it was getting worse. **Stuparits** explained the damages and that he believed there was something else causing these issues, besides clogged storm drains, that needed to be determined. **Duer** asked if the pier was safe. **Stuparits** said that he had no reason to suspect that it was not and that the sheeting was in good condition and looked structurally sound. **Doss** said that after her experience last year with the Weaver House, she felt that they needed to be sure that it was safe. **Stuparits** said he agreed 100% that they needed to get it evaluated and make a decision on what they were going to do.
3. **Force Main Sewer Update (John Stuparits) – Stuparits** explained that starting the second week of August there would be a considerable amount of construction going on, not only on Division, Exchange and Cutler Streets, as part of the Force Main project, but they would be starting work on the pump station itself at the end of Division. **Burns** shared a marketing piece put together by Kevin Kieft at Prein and Newhof that would be used to communicate to the residents impacted and inconvenienced by this project.
4. **Sewer Collection System Update (John Stuparits) Stuparits** explained that there would be several improvements to the sewer collection side with repairs using the SAW Grant that had been awarded a year and a half ago. **Stuparits** explained the improvements that would be done showing photos of the poor condition of the collection system and explained what the probability of failure was.

5. Water System Update (John Stuparits) – Stuparits explained that there had never been an accurate map of the water and sewer system, so staff had been getting the data points to put on an aerial GIS map that they could pull up and have accurate placement and be able to enter information for future use. **Stuparits** said this was something that was required by the DEQ and they were finally able to accomplish it. **Stuparits** had a water valve and demonstrated what staff had to do to clean and repair a valve and how they used the valve turner equipment that was owned by Spring Lake Township. **Stuparits** had other items from the water and sewer systems and showed Council where some of the repairs were needed.

6. DPW Director Retirement (John Stuparits)

Due to John Stuparits' pending retirement, the Village and Township agreed to hire the MML to compose a new job description and salary compensation package. John was present to discuss the timeline for hiring a new DPW Director.

Stuparits explained that the MML was be putting together a job description and salary recommendation to advertise for a replacement person with an anticipated start date of July 2, 2018.

7. Exchange Street Crosswalk Discussion (John Stuparits)

During our first meeting with Ryan Arends of Moore & Bruggink regarding the Exchange Street project, it was noted that there was a large price difference for simply restriping pedestrian crosswalks versus stamped concrete. Council was asked to weigh in on the preferred method.

Stuparits reported there was a \$200,000 grant from MDOT to offset some of the costs and they would be starting this project in about a year. **Burns** explained that letters had gone out to property owner's that would be impacted by this work. **Stuparits** explained the 2 different methods of crosswalk striping and asked Council for their recommendation. **Council** recommended the less expensive method of striping since either way, it only lasted a year.

8. Budget Amendments & Preliminary Budget Discussions (Marv Hinga) –

Hinga explained that the adjustments involved moving money between line items where there was underspending in some areas and overspending in others. **Hinga** explained that they were still putting the finishing touches on the budget but gave the highlights. **Doss** asked to have a separate line item for Whistle Stop to be able to track donations/gifts and expenses for the Park. **Council** agreed with **Doss's** request. **Council** discussed the budget at length.

9. MERS Payment for Police (Marv Hinga) -

The December 2016 MERS Valuation showed an unfunded pension liability for the Police Group of \$98,654. The City of Ferrysburg approved making an additional \$20,000 (Village share \$10,000) MERS payment prior to June 30, with the caveat that the Village do the same.

Hinga explained the reason for an additional allocation of \$10,000 to the MERS Police unfunded pension to match Ferrysburg's allocation. **Council** discussed the additional allocation and agreed to do this with Ferrysburg.

10. Personnel Sharing Memorandum of Understanding

Burns explained that the Township's receptionist, Caroline Zeeff, resigned giving the Village and Township another opportunity to share personnel. **Burns** said the current Personnel Sharing Memorandum of Understanding only covered DPW sharing so they would like to expand that to cover other personnel. **Burns** explained that, due to Caroline's resignation, they would like to have Mary Paparella cover the front desk in its entirety and the Township proposed they would pay 50% of Mary's wages and then evaluate as time went on to make sure the 50/50 was still equitable for both sides. **Burns** said that Mary had the capacity and the desire to do the job and that she and **Hinga** felt this was her strong suit and that this was a win/win for all. **Burns** also said that some of Mary's duties had been shifted to other staff, such as utility billing was now handled by Lori Spelde and Village taxes were going to be included on Township tax bills, freeing up some of Mary's time.

11. Arbor Day Celebration

The Village's annual Arbor Day Celebration typically included a tree planting ceremony. This year, we will be planting a tree at Central Park (near the dog park) on Friday, April 27, 2018 at 3:00 p.m. Council Members were encouraged to attend the event.

12. Communications

- Complaint - Tyler
- Complaint - Verlinde
- DDA – new reporting requirements – **Burns** explained the new DDA reporting requirements.
- Gelbard – STR inquiry – **Burns** explained that Ms. Gelbard was present to request that she be allowed to keep her 2, already scheduled, short-term rental leases for 2018 and be allowed to add a third week. **Burns** said that this was something that, technically, should go before the Zoning Board of Appeals or the Planning Commission, but they could discuss it and give directions at this

meeting. **Powers** said that unless they pass an ordinance that was equivalent, he did not feel they had the authority to give someone an exemption from the current ordinance. **Doss** said, as a resident living in that neighborhood, she did not see how short-term rentals benefited the neighborhood and she would not put her name on it. Gelbard said she was not asking for special treatment and that she understood the ordinance a little different. Gelbard also asked what the complaints against her home were. **Powers** said that if **Doss** wanted to share those complaints, she could do so after the meeting.

Bob Mersereau, 1821 Doris Ave, Grand Haven, explained that he felt the short-term rental hosts could address all of Council's concerns. **Powers** explained that he had a problem with businesses being next to residential homes, but encouraged the short-term landlords to put something together to bring to Council.

Marianne Martinus, 209 S Park, said that she encouraged her tenants to buy local and felt short-term rentals were good for the Village economy.

- Library calendar (April)
- Martinus – STR inquiry
- Wetlands Watch minutes

13. PVC Legislation

The North Bank Communities were collaborating on a communication to our legislators in Lansing that addresses the use of PVC pipe. We are collectively asking our Chief Elected Officials to sign a letter which will be forwarded to Senator Arlan Meekhof and Representative Jim Lilly.

Burns explained that the MML crafted a communication that they would like the 5 Northwest Ottawa communities to consider regarding lobbyists that are promoting the use of PVC pipe.

14. Japanese Knot Weed

Burns shared a, no cost to the Village, agreement with Ottawa Conservation District to treat Japanese Knot Weed, an invasive species. **Burns** asked to put this agreement on the Consent Agenda.

15. Minutes

Minutes of the March 12, 2018 Work Session and March 19, 2018 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to April 13, 2018.

16. Public Comment

The following Village homeowners spoke to Council, during Communications, regarding Short-Term Rentals.

Bob Mersereau, 1821 Doris Ave., Grand Haven
Drorit Gelbard, 17712 Tamarack, Grand Haven
Marianne Martinus, 209 S Park, Spring Lake

Lee Schuitema, 408 W. Exchange, was concerned with stakes he found in his front yard and that he had not received any communications to explain what they were for. Schuitema also said, as the neighbor, he had not had any issues with Martinus's short-term rental.

Drorit Gelbard, 17712 Tamarack, Grand Haven, spoke again regarding short-term rentals.

Gordon Gallagher, Spring Lake Township Manager, said how much he appreciated the amazing, positive working relationship that had developed as a broad community and that it had a lot to do with the elected officials leadership and that should be celebrated. **Council** thanked Mr. Gallagher for his kind words.

Michelle **Hanks** reminded Council that the Village Adventure would be held on May 4th from 4:00 pm. to 7:00 p.m. and asked that as many Council members as possible to participate in this community celebration.

17. Adjournment: There being no further business, the meeting adjourned at **8:34 p.m.**

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk