

Village of Spring Lake

Council Work Session

June 8, 2020

7:00 p.m.

Dial-in number: (312) 757-3121

Access code: 605-149-277

Spring Lake, Michigan

Pursuant to Executive Order No. 2020 – 75, the Village of Spring Lake will conduct its business virtually to mitigate the spread of COVID-19. Members of the public are welcome and encouraged to participate in this meeting. Members of the public are not required to register or otherwise provide information to attend. If a member of the public wishes to participate in the webinar (versus conferencing in), please email Village Manager Christine Burns at christine@springlakevillage.org to receive the link.

Please utilize the mute function on your phone while on a conference call, when appropriate. There will be an opportunity at the end of the meeting for public comment.

www.springlakevillage.org

1	<p>7:00 p.m. – Liability & Property Pool Discussion</p> <p>After spending the past year, and countless staff hours, working towards a new insurance pool for liability and property coverage, it has been determined that the program will not be able to move forward. The largest potential member has pulled out of the pool, thereby making it unfeasible. Due to the late notice, we will stay with Selective for 2020/2021 and bid out the policy in the first quarter of 2021 for fiscal year 2021/2022.</p>
2	<p>7:05 p.m. – Business Reconstitution Assistance</p> <p>In order to assist businesses to reopen ASAP, it is imperative that the Village get out of the way and eliminate any unnecessary bureaucracy that may impede a business' progress. Attached, please find Resolution 2020 – 12 which gives the Zoning Administrator temporary power to administratively approve outdoor dining facilities for restaurants who cannot operate at capacity due to Covid -19.</p>
3	<p>7:10 p.m. – Temporary Sign Regulations</p> <p>Attached, please find Resolution 2020 – 13 which allows temporary signage thru November 15, 2020 for businesses who are in the recovery phase following Covid-19.</p>

4	<p>7:20 p.m. – Work Share Program</p> <p>This concept is part of the CARES Act and was discussed at the SLT/SLV Committee level on June 4th. This will be taken to the Finance Committee prior to the Work Session and will be discussed in more detail at the meeting.</p>
5	<p>7:35 p.m. – Budget Adjustments (Marv Hinga)</p> <p>Marv Hinga will present the final budget amendments for the fiscal year. These will be reviewed by the finance committee immediately prior to the work session.</p>
6	<p>7:40 p.m. – Fee Schedule</p> <p>The proposed fee schedule for the 2020/2021 fiscal year is attached for Council review. Again, these will be presented to the finance committee immediately prior to the work session.</p>
7	<p>7:45 p.m. – Water/Sewer Rates</p> <p>Please find attached Resolution 2020-14 outlining the proposed water & sewer rates for fiscal year 2020/2021.</p>
8	<p>8:00 p.m. - Millage Rates & Budget Adoption</p> <p>Please find attached Resolution 2020 – 10, a Resolution adopting the Fiscal Year 2020/2021 budget. Also attached is Resolution 2020 – 15, a Resolution to adopt the 2020/2021 millage rates.</p>
9	<p>8:19 p.m. – Performance Appraisal</p> <p>It's that time of year again when Council is tasked with completing the Village Manager's annual performance appraisal. Attached is a copy of the form that should be filled out and returned to President Powers no later than July 1, 2020. President Powers & Marv Hinga will then tally the scores and place this on the July 13, 2020 work session agenda.</p>
10	<p>8:20 p.m. – Communications</p> <ul style="list-style-type: none"> • Complaint – Central Park • Complaint – Lakeside Beach • Complaint – Lake Point Condos • Denial of Zoning Permit – 207 S. Park

	<ul style="list-style-type: none"> • Leadership Update (COVID-19) • Liquor License Transfer – 606 E. Savidge • MDNR Grant Application (Substantially Complete) • One Way Street Request (N. Cutler) • Slow No Wake Update – 05/25/20 • Speed Trailer • Tanglefoot Park
11	<p>8:23 p.m. - Minutes</p> <p>Minutes of the May 11, 2020 Work Session and May 18, 2020 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to June 12, 2020</p>
12	<p>8:24 - Public Comment</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>
13	<p>8:30 – Adjourn</p>

**VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN**

At a meeting of the Village Council of the Village of Spring Lake held virtually per Executive Order 2020 - 75, on the 15th day of June, 2020 at 7:00 p.m., the following Resolution was offered by _____, and supported by _____.

RESOLUTION No. 2020 – 12

**RESOLUTION TO PERMIT OUTDOOR DINING
BY ADMINISTRATIVE APPROVAL ONLY**

WHEREAS, the Village of Spring Lake and the businesses located within, have been negatively impacted by the COVID-19 pandemic and subsequent Stay Home Stay Safe Executive Order; and

WHEREAS, the restaurant industry has been significantly impacted by the Stay Home Order; and

WHEREAS, the Village of Spring Lake desires to assist these businesses by waiving certain procedures of the Outdoor Dining land use; and

WHEREAS, the Village of Spring Lake Village intends to waive the Special Land Use procedure for the Outdoor Dining land use and solely require Administrative Approval by the Zoning Administrator; and

WHEREAS, the Outdoor Dining land use will be authorized via a Zoning Permit with a waiver of the permit fee to further assist this industry; and

WHEREAS, this temporary waiver will cease at the end of 2020; and

NOW, THEREFORE BE IT RESOLVED that the Village of Spring Lake hereby waives the Special Land Use requirement for Outdoor Dining land uses and will only require Administrative Approval by way of a Zoning Permit with associated fees being waived.

ROLL CALL VOTE:

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

The undersigned Clerk of the Village of Spring Lake hereby certifies that this Resolution was duly adopted by the Village of Spring Lake Council at a meeting held on the 15th day of June, 2020 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Marvin Hinga
Village Clerk, Village of Spring Lake

**VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN**

At a meeting of the Village Council of the Village of Spring Lake held virtually per Executive Order 2020 - 75, on the 15th day of June, 2020 at 7:00 p.m., the following Resolution was offered by _____, and supported by _____.

RESOLUTION 2020 - 13

RESOLUTION TO TEMPORARILY WAIVE TEMPORARY SIGN REGULATIONS

WHEREAS, the Village of Spring Lake and the businesses located within, have been negatively impacted by the COVID-19 pandemic and subsequent Stay Home Stay Safe Executive Order; and

WHEREAS, Phase Four of the MI Safe Start Plan has been initiated by the Governor of Michigan to allow businesses to begin re-opening; and

WHEREAS, the MI Safe Start Plan requires incremental re-opening such as limiting capacity, curb side service only, contactless delivery and revised business hours; and

WHEREAS, compliance with the MI Safe Start Plan promulgates the need to convey various messages to the community to inform potential patrons of changes to their services as they work through the MI Safe Start Plan;

WHEREAS, the Village of Spring Lake desires to assist these businesses by waiving requirements, permitting and enforcement for Temporary Signs; and

WHEREAS, within reason, Temporary Signs shall be allowed without limit on size, type, or number of signs; and

WHEREAS, the Village of Spring Lake must continue to protect the safety of the community, so if signs are obstructing the Clear Vision Ordinance staff will contact the owner and request it be relocated; and

WHEREAS, the Village of Spring Lake will continue this Temporary Signage waiver through the end of 2020; and

NOW, THEREFORE BE IT RESOLVED that the Village of Spring Lake hereby waives Temporary Sign requirements and enforcement through the end of 2020.

ROLL CALL VOTE:

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

The undersigned Clerk of the Village of Spring Lake hereby certifies that this Resolution was duly adopted by the Village of Spring Lake Council at a meeting held on the 15th day of June, 2020 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Marvin Hinga
Village Clerk, Village of Spring Lake

Village of Spring Lake
 May 2020 Budget Adjustments

Adjustment	Account	Fund	Dept.	Account	Current	Proposed	Change
#1	236-000.000-676.296	DDA	Revenue	Transfer from Fund 296	639,582	777,582	138,000
	236-000.000-695.000	DDA	Routine Maintenance	Appropriation from Fund Balance	154,818	16,818	(138,000)
	296-000.000-695.000	TIFA Fund	Revenue	Appropriation from Fund Balance	10,953	148,953	138,000
	296-000.000-818.236	TIFA Fund	TIFA Fund	Transfer to Fund 236	639,582	777,582	138,000
Adjust current year TIFA Fund transfer to eliminate Fund 296.							0
#2	101-000.000-695.000	General Fund	Revenue	Appropriation from Fund Balance	3,862	13,862	10,000
	101-270.000-931.000	General Fund	Barber School	Building Repairs and Maintenance	1,000	11,000	10,000
Adjust Barber School Repair Budget for basement flooding in May/June 2020.							0
#3	236-000.000-705.000	DDA	DDA	Retirement Fund Contribution	9,500	10,250	750
	236-000.000-710.000	DDA	DDA	Life Insurance	1,100	1,200	100
	236-000.000-801.000	DDA	DDA	Professional Services	100,000	150,000	50,000
	236-000.000-801.443	DDA	DDA	SAW Grant Professional Services	25,000	23,400	(1,600)
	236-000.000-921.001	DDA	DDA	Parking Lot Electric	2,500	3,250	750
	236-000.000-978.000	DDA	DDA	Paving	201,075	151,075	(50,000)
	Adjust current year DDA budget.						
#4	591-000.000-703.000	Water	Water	Part Time Wages	600	1,250	650
	591-000.000-775.000	Water	Water	Repairs and Maintenance Supplies	8,553	6,203	(2,350)
	591-000.000-801.000	Water	Water	Professional Services	66,000	75,000	9,000
	591-000.000-921.000	Water	Water	Electric Service	1,050	1,250	200
	591-000.000-931.000	Water	Water	Building Repairs and Maintenance	2,000	4,500	2,500
	591-000.000-970.591	Water	Water	Water Meter Replacement	40,000	30,000	(10,000)
Adjust current year Water Fund budget.					Net Change		0
#5	590-000.000-664.000	Sewer	Revenue	Interest Earnings	1,000	3,600	2,600
	590-000.000-677.000	Sewer	Revenue	Reimbursements	13,500	24,000	10,500
	590-000.000-801.000	Sewer	Sewer	Professional Services	57,000	67,000	10,000
	590-000.000-801.443	Sewer	Sewer	SAW Grant Services	100,000	85,000	(15,000)
	590-000.000-804.100	Sewer	Sewer	Audit Services	1,900	1,800	(100)
	590-000.000-818.002	Sewer	Sewer	Sewer Authority Treatment	180,000	238,000	58,000
	590-000.000-818.007	Sewer	Sewer	Sewer Authority 2018 Plant Debt	31,750	39,100	7,350
	590-000.000-818.008	Sewer	Sewer	Sewer Authority Force Main	109,000	137,000	28,000
	590-000.000-818.009	Sewer	Sewer	Sewer Authority 2013 Plant Debt	14,550	20,000	5,450
	590-000.000-820.000	Sewer	Sewer	Engineering/Project Admin	52,000	55,000	3,000
	590-000.000-956.200	Sewer	Sewer	Bank Fees	650	550	(100)
	590-000.000-970.000	Sewer	Sewer	Capital Outlay	300,000	255,000	(45,000)
	590-000.000-995.100	Sewer	Sewer	Interfund Loan Principal	35,000	0	(35,000)
	590-000.000-995.150	Sewer	Sewer	Interfund Loan Interest	3,500	0	(3,500)
Adjust current year Sewer Fund budget.							0
#6	661-000.000-710.000	Equipment	Equipment	Life Insurance	105	115	10
	661-000.000-804.100	Equipment	Equipment	Audit Services	460	450	(10)
Adjust Central Equipment Budget							0
#7	207-000.000-804.000	Police	Police	Legal Fees	1,000	500	(500)
	207-000.000-956.000	Police	Police	Miscellaneous Expense	1,200	14,500	13,300
Adjust Police Fund Budget							12,800

Village of Spring Lake
 May 2020 Budget Adjustments

Adjustment	Account	Fund	Dept.	Account	Current	Proposed	Change
#8	101-551.000-801.000	General Fund	Tanglefoot Park	Professional Services	2,500	5,500	3,000
	101-553.000-801.000	General Fund	Central Park	Professional Services	13,977	21,000	7,023
	101-553.000-940.000	General Fund	Central Park	Equipment Usage	10,000	6,000	(4,000)
	101-553.000-970.000	General Fund	Central Park	Capital Outlay	2,500	1,000	(1,500)
	101-553.000-801.902	General Fund	Central Park	Contract Workers	5,000	3,000	(2,000)
	101-553.000-702.000	General Fund	Central Park	Full Time Wages	7,696	5,500	(2,196)
	101-553.000-801.100	General Fund	Central Park	Tree Maintenance	3,000	1,500	(1,500)
	101-553.000-709.000	General Fund	Central Park	Medical Insurance	1,744	1,417	(327)
	101-692.000-801.000	General Fund	Parks Maintenance	Professional Services	6,000	7,500	1,500
Adjust Parks Budgets							0
#9	101-000.000-664.000	General Fund	Manager	Interest Earning	12,000	18,500	6,500
	101-210.000-804.000	General Fund	Legal	Legal fees	12,000	23,000	11,000
	101-215.000-702.000	General Fund	Clerk/Treasurer	Full Time wages	36,869	35,119	(1,750)
	101-215.000-705.000	General Fund	Clerk/Treasurer	Retirement Fund Contribution	8,500	8,750	250
	101-381.000-801.350	General Fund	Planning/Zoning	Planning Collaboration	22,500	23,000	500
	101-381.000-801.000	General Fund	Planning/Zoning	Professional Services	11,000	7,500	(3,500)
Adjust current year Manager, Legal, Clerk/Treasurer and Planning budgets.							0
#10	101-000.000-677.000	General Fund	Revenue	Reimbursements	25,000	41,000	16,000
	101-282.000-801.000	General Fund	Forestry	Professional Services	22,978	14,000	(8,978)
	101-441.000-702.000	General Fund	DPW	Full Time Wages	28,377	34,000	5,623
	101-441.000-702.101	General Fund	DPW	Full Time Wages - Township	10,000	15,000	5,000
	101-441.000-704.000	General Fund	DPW	Social Security	3,160	3,750	590
	101-441.000-801.000	General Fund	DPW	Professional Services	15,000	34,000	19,000
	101-441.000-801.902	General Fund	DPW	Contract Workers	6,000	8,000	2,000
	101-441.000-940.000	General Fund	DPW	Equipment usage	26,800	20,000	(6,800)
	101-450.000-921.000	General Fund	Street Lighting	Electric	32,000	34,000	2,000
	101-450.000-921.100	General Fund	Street Lighting	M-104 Light	8,700	9,646	946
	101-857.000-702.000	General Fund	Comm Promotion	Full Time wages	7,081	5,000	(2,081)
	101-857.000-703.300	General Fund	Comm Promotion	Crossing Guards	7,550	6,750	(800)
	101-857.000-940.000	General Fund	Comm Promotion	Equipment usage	3,000	2,500	(500)
Adjust current year DPW, Street Lighting, Stormwater, Forestry and Community Promotion Budgets							0

2020/2021 Village of Spring Lake Fee Schedule

BARBER SCHOOL

Village Resident or Taxpayer (Includes Village/Twp Employees)	\$150 ~ 4 hours	\$225 ~ Full Day ~ (5+ hours)
Weekend/Holiday	\$175 ~ 4 hours	\$325 ~ Full Day ~ (5+ hours)
Non-Village Resident	\$275 ~ 4 hours	\$325 ~ Full Day ~ (5+ hours)
Weekend/Holiday	\$300 ~ 4 hours	\$400 ~ Full Day ~ (5+ hours)
Meeting Room	\$50 ~ 2 hours	\$75~3 hours/\$150~4 hours
Non-profit	\$50 ~ 4 hours	\$100 ~ Full Day ~ (5+ hours)

Tax-exempt certificate from the State of Michigan is required to receive the 501©3 non-profit rate

A \$175 security deposit is required by all renters as well as a \$25 non-fundable cleaning fee.

EOC ROOM RENTAL

Village Resident or Taxpayer	\$20	(\$50 Security deposit)
Non-Village Resident/Non-Profit	\$100	(\$50 Security deposit)

TANGLEFOOT PARK

RV Lots - Discontinued

Daily	\$55.00
Weekly	\$340.00
Monthly	\$970.00 Plus Electrical
Seasonal	\$3,075.00 Plus Electrical
Coast Guard Week	\$500.00
4th of July	\$500.00

Transients ~ 50% of the rental rate is required with the reservation as a refundable deposit. A refund, less a 10% admin fee, will be issued if the cancellation is received 7 days prior to the reservation.

Dock Rental

Seasonal	\$1,200.00	*05/01-10/15
----------	------------	--------------

50% of the rental rate is required with the reservation as a refundable deposit. A refund, less a 10% admin fee, will be issued if the cancellation is received 7 days prior to the reservation. Seasonal deposits will only be refunded if the Village is able to secure a new tenant.

MILL POINT PARK

Launch Pass

Daily	\$8.00
Village/Twp. Seasonal	\$30.00
Non-Village Seasonal	\$50.00
Senior Village/Twp. Seasonal 65+	\$15.00
Senior Non-Resident Seasonal 65+	\$30.00
No Launch Pass Parking Ticket	\$30.00

Mill Point Band Shell

Village Resident	\$25.00
Non-Village Resident	\$50.00

Mill Point Concession

Village Resident	\$25.00
Non-Village Resident	\$50.00

Dock Rental

Seasonal	\$900.00	*05/01-10/15
----------	----------	--------------

50% of the rental rate is required with the reservation as a deposit. A refund, less a 10% admin fee, will only be issued if is able to secure a new tenant.

CENTRAL PARK

Pavilion Rental **No charge**

RENTAL PROPERTY

Annual Registration (per unit)	\$30.00	
Biennial Inspection (per unit)	\$50.00	Paid to MTMS
Re-inspection (per unit)	\$50.00 <i>(a \$10 increase)</i>	

DPW PERMITS

Road Opening/Pavement Cut	\$200.00	plus costs to repair road
Right-of-Way Permit	\$25.00	(\$300 Security deposit)

WATER / SEWER

As per attached schedule

BUILDING/PLUMBING/MECHANICAL/ELECTRICAL			
<i>Billing done by Michigan Township Services</i>			
PLANNING/ZONING			
Annual Banner / Pennant Permit*		\$25.00	
Application Fee - Over \$1 Million		\$450 plus costs & escrow dep	
Application Fee - Site Plan Review with Public Hearing		\$425 plus costs & escrow dep	
Application Fee - Special Land Use		\$425 plus costs & escrow dep	
Preliminary Planned Unit Development Review		\$375 plus costs	
Final Planned Unit Development Review		\$425 plus escrow deposit	
PUD Amendment Review		\$425 plus escrow deposit	
PUD Architectural Review		\$375 plus costs	
Rezoning		\$425 plus costs & escrow dep	
Sign Deviation Request to Planning Commission		\$150.00	
Temporary Portable Sign*		\$10.00	
Sandwich Board Sign		\$150.00	
Zoning Permit - New Construction		\$50.00	
Zoning Permit (*including home occupation permit)		\$25.00	
<i>*May be waived for non-profits</i>			
<p>The Village requires an escrow to cover anticipated costs for all planning and zoning reviews. An initial deposit of a minimum of \$1,500 (depending on the size and scope of the development) is required to cover the escrow account. The Village may use the funds in escrow for expenses related to the following items; mailing and publishing all legal notices required, professional services of the Village Attorney and Village Engineer, services of other professionals working for the Village (i.e. planner) related to the application, or other cost incurred as a result of processing the application.</p>			
LEASE OF VILLAGE LAND			
50% of Fair Market Value			
Example: \$5/sf. Acquisition cost would equal \$.50/sf lease cost; Village would subsidize 50% for a net of \$.25/sf to lease.			
PARKING			
Parking		\$20.00	except as noted below:
Marked Tow Away Zone		\$50.00	
Improper Parking at Boat Launch		\$40.00	
No Boat Launch Permit		\$30.00	
Parking to Interfer with the use of Curb Cut or Ramp by Persons with Disabilities		\$40.00	
Parking in Marked Handicapped Zone without Permit		\$100.00	
Parked in Access Aisle for Access Lane Adjacent to Space Designated for Parking for Persons with Disabilities		\$50.00	
MISCELLANEOUS			
Copies	\$.25/B&W - \$.50/Color per page		
Community Recreation Plan*		\$100.00	
Design Manual		\$30.00	
FOIA Request - per page		\$0.10	Time & material plus lowest full-time clerical hourly rate (including benefits.)
Historic Commission Booklet		\$15.00	Out of Stock
Historic Landmark Plaque	Cost		
Master Land Use*		\$75.00	
Non-sufficient Funds Check		\$40.00	
Notary Public (per document)		\$5.00	Non-resident \$10.00
Waste Hauler License		\$250.00	
Zoning Ordinance*		\$50.00	
<i>*FREE from Village website</i>			
Sandwich Board Sign		\$150.00	

FY 2018-19

	METER SIZE							
	5/8"	3/4"	1"	1.25"	1.5"	2"	3"	4"
Water Readiness to Serve	\$16.80	\$21.27	\$37.81	\$59.07	\$85.07	\$151.23	\$340.26	\$604.91
Sewer Readiness to Serve	\$25.33	\$34.54	\$61.41	\$95.95	\$138.17	\$345.64	\$552.69	\$982.55
Water System Upgrade	\$8.94	\$11.30	\$20.08	\$31.38	\$45.19	\$80.35	\$180.76	\$321.36
SewerWater System Upgrade	\$18.31	\$14.54	\$25.84	\$40.38	\$58.14	\$103.38	\$232.60	\$413.50
RT & ST outside Village Limits	1.5x standard rates							
WD & SD outside Village Limits	1.5x standard rates							
Water Equity Charge	\$1,330.00	\$1,915.00	\$3,405.00	\$5,320.00	\$7,661.00	\$13,619.00	\$30,643.00	\$54,477.00
Sewer Equity Charge	\$510.00	\$734.00	\$1,306.00	\$2,040.00	\$2,938.00	\$5,222.00	\$11,750.00	\$20,890.00
Water Tap Fees - New	N/A	\$975.00	\$1,075.00	Greater than 1" = Time & Material Basis				
Sewer Tap w/Stub@Property								
Sewer Tap - No Stub	Property Owners Cost to Tap							
Water per 1,000 gallons	\$2.38							
Sewer per 1,000 gallons	\$2.93							
Restore Service Fee - Business Hours	\$114.14							
Restore Service Fee - After Hours	\$157.04							
Meter Bench Test	\$50.00							
Bulk Water/Hydrant Use/Meter RPZ Rental	\$250.00 Security Deposit + 1 Hour Service Fee + Current Water Fee							
Meter Puchase								
Meter/Touchpad/Hardware	\$190.00	\$250.00	\$290.00	Actual Cost +10%				



**Village Council
Village of Spring Lake
Spring Lake, Michigan**

Council Member _____, supported by Council Member _____, moved the adoption of the following resolution:

RESOLUTION NO: 2020 – 14

A RESOLUTION ADJUSTING WATER AND SEWER RATES

WHEREAS, the Village Council from time to time may adopt and amend certain fee schedules; and

WHEREAS, the Water Reliability Study has identified areas of great need within the Village in order to maintain safe drinking water; and

WHEREAS, the North Bank Communities are aware of needs within the sewer system that are necessary to maintain the health and well-being of all residents within the 3 communities; and

WHEREAS, it is imperative that the infrastructure improvements need to be paid for by the users of the system; and

WHEREAS, it will take a number of years to generate enough revenue to fund the necessary water and sanitary sewer system improvements; and

WHEREAS, Council is understanding of the criticality of the improvements to the system; and

NOW, THEREFORE, BE IT RESOLVED, that the Village Council hereby establishes the following fees effective July 1, 2020:

Water and Sewer Rates for Village Residents:

Water/Sewer Commodity Rate:

\$2.45 per 1,000 gallons of water

\$4.23 per 1,000 gallons of sewer

Water Readiness to Serve Charges - Quarterly:

Meter Size

5/8" \$17.30

3/4"	\$24.91
1"	\$44.26
1-1/4"	\$69.13
1-1/2"	\$99.54
2"	\$176.92
3"	\$398.03
4"	\$707.90

Water System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$9.39
3/4"	\$13.50
1"	\$23.97
1-1/4"	\$37.44
1-1/2"	\$53.92
2"	\$95.84
3"	\$215.61
4"	\$383.30

Water Lead Service Line Replacement Charges – Quarterly:

Meter Size	
5/8"	\$8.67
3/4"	\$12.47
1"	\$22.14
1-1/4"	\$34.58
1-1/2"	\$49.80
2"	\$88.52
3"	\$199.14
4"	\$354.03

Water System Debt Service Charges – Quarterly:

Meter Size	
5/8"	\$9.10
3/4"	\$13.09
1"	\$23.24
1-1/4"	\$36.30
1-1/2"	\$52.27
2"	\$92.91
3"	\$209.02
4"	\$371.59

The sewer usage commodity charge for single family and duplex residential structures for quarterly utility bills issued in July and October will be based on the average quarterly metered water use for the utility bills issued in the prior January and April with a minimum charge of 15,000 gallons per quarter. If the account's quarterly metered water usage is less than 15,000 gallons, that quarter's sewer usage

volume charge will be based on the metered water use. For short term rentals, the sewer usage volume charge will be based on the metered water usage for the quarter. For new residential connections with no history of usage, the minimum volume charge will apply unless the metered water usage is less than 15,000 gallons.

Sewer Readiness to Serve Charges - Quarterly:

Meter Size	
5/8"	\$26.60
3/4"	\$38.29
1"	\$68.06
1-1/4"	\$106.34
1-1/2"	\$153.13
2"	\$272.23
3"	\$612.41
4"	\$1,088.90

Sewer System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$21.97
3/4"	\$31.61
1"	\$56.15
1-1/4"	\$87.76
1-1/2"	\$126.34
2"	\$224.66
3"	\$505.45
4"	\$898.55

Sewer Authority 2013 Debt Charges – Quarterly:

Meter Size	
5/8"	\$2.79
3/4"	\$4.01
1"	\$7.13
1-1/4"	\$11.15
1-1/2"	\$16.05
2"	\$28.54
3"	\$64.20
4"	\$114.13

Sewer Authority 2018 Plant Debt Charges – Quarterly:

Meter Size	
5/8"	\$5.93
3/4"	\$8.53
1"	\$15.16
1-1/4"	\$23.69
1-1/2"	\$34.11
2"	\$60.65
3"	\$136.45
4"	\$242.57

Sewer Authority Force Main Debt Charges – Quarterly:

Meter Size	
5/8"	\$20.20
3/4"	\$29.06
1"	\$51.64
1-1/4"	\$80.70
1-1/2"	\$116.19
2"	\$206.60
3"	\$464.80
4"	\$826.29

Sewer System Debt Service Charges – Quarterly:

Meter Size	
5/8"	\$15.10
3/4"	\$21.70
1"	\$38.59
1-1/4"	\$60.35
1-1/2"	\$86.87
2"	\$154.46
3"	\$347.46
4"	\$617.69

Water Rates for Non-Village Residents:

Water Commodity Rate:

\$3.67 per 1,000 gallons of water

Water Readiness to Serve Charges - Quarterly:

Meter Size	
5/8"	\$25.95
3/4"	\$37.36
1"	\$66.39
1-1/4"	\$103.69
1-1/2"	\$149.31
2"	\$265.39
3"	\$597.05
4"	\$1,061.85

Water System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$14.08
3/4"	\$20.25
1"	\$35.96
1-1/4"	\$56.16

1-1/2"	\$80.88
2"	\$143.77
3"	\$323.41
4"	\$574.95

Water Lead Service Line Replacement Charges – Quarterly:

Meter Size	
5/8"	\$13.00
3/4"	\$18.70
1"	\$33.21
1-1/4"	\$51.87
1-1/2"	\$74.70
2"	\$132.78
3"	\$298.71
4"	\$513.04

YES:

NO: None

ABSENT:

RESOLUTION 2020 - 14 DECLARED ADOPTED.

ADOPTED ON: June 15, 2020

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 15th day of June, 2020.

Marvin Hinga, Clerk
Village of Spring Lake

CERTIFICATE

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 15th day of June 2020

RESOLUTION 2020 - 15 DECLARED ADOPTED.

Dated: June 15, 2020

Marvin Hinga, Clerk
Village of Spring Lake

Village of Spring Lake
 Quarterly Utility Bill Comparison
 Proposed for 07/01/20

Usage		18,000 gallons per quarter		
5/8" Meter				<u>Increase</u>
Water Current	2.45	Water Proposed	2.45	0.00%
Sewer Current	3.02	Sewer Proposed	4.23	40.07%
	Current		Proposed	
Water Usage	44.10		44.10	0.00%
Water Ready to Serve	17.30		17.30	0.00%
Water System Improvement	9.39		9.39	0.00%
Water Lead Line Replacement	8.67		8.67	0.00%
Water USDA Debt Service	0.00		9.10	
Sewer Usage	54.36		76.14	40.07%
Sewer Ready to Serve	25.33		26.60	5.01%
Sewer System Improvement	20.92		21.97	5.02%
Sewer Auth 2013 Debt	1.90		2.79	46.84%
Sewer Auth 2018 Plant Debt	4.08		5.93	45.34%
Sewer Auth Force Main Debt	14.01		20.20	44.18%
Sewer USDA Debt Service	0.00		15.10	
Total Bill	200.06		257.29	28.61%
Water Total	79.46		88.56	11.45%
Sewer Total	120.60		168.73	39.91%

**Village Council
Village of Spring Lake
Spring Lake, Michigan**

Council member _____, supported by Council Member _____, moved the adoption of the following resolution:

RESOLUTION NO: 2020 - 10

**A RESOLUTION TO ADOPT THE VILLAGE OF SPRING LAKE
2020/2021 ANNUAL BUDGET**

WHEREAS, pursuant to the laws of the State of Michigan governing General Law Villages, the State Budget Act and the Village Charter, the following Resolution for Fiscal year July 1, 2020 to June 30, 2021, is hereby submitted for adopting; and

WHEREAS, it has been determined that the following property taxes, State shared revenues, rates, charges and transfers shall be available and necessary for the 2020/2021 budget year;

REVENUES:

NO. FUND	PROPERTY TAX <u>2020/21</u>	REVENUES <u>TOTAL</u>
101 GENERAL	\$1,017,600	\$1,568,223
202 MAJOR STREET		\$198,750
203 LOCAL STREET		\$97,975
204 ROAD MILLAGE		\$50,000
208 PUBLIC IMPROVEMENT		\$4,730
218 NON-MOTORIZED PATHWAYS		\$63,000
236 DDA	\$386,000	\$4,913,500
249 BUILDING DEPARTMENT		\$13,000
390 GO CAPITAL BOND DEBT	\$99,920	\$99,920
590 SEWER		\$946,000
591 WATER		\$610,460
661 CENTRAL EQUIPMENT		\$126,930
TOTAL REVENUES		\$8,692,488

EXPENDITURES:

101 GENERAL FUND

101 ACTIVITY

PROPOSED 19-20

000 TRANSFERS	\$24,000
101 VILLAGE COUNCIL	\$10,360
172 VILLAGE MANAGER	\$59,105
210 LEGAL SERVICES	\$16,800
215 CLERK/TREASURER	\$188,344
226 STORM WATER SYSTEM	\$18,112
265 VILLAGE HALL AND GROUNDS	\$58,090
270 BARBER STREET SCHOOL BUILDING	\$23,172
282 FORESTRY	\$40,858
301 POLICE SERVICES	\$645,263
336 FIRE DEPARTMENT	\$1,650
381 ZONING/PLANNING	\$97,517
441 DEPT OF PUBLIC WORKS	\$135,715
450 STREET LIGHTING	\$41,200
551 TANGLEFOOT PARK	\$22,295
553 CENTRAL PARK	\$111,385
555 MILL POINT PARK	\$50,631
557 LAKESIDE BEACH	\$26,326
558 WHISTLESTOP PARK	\$1,840
692 PARK MAINTENANCE	\$26,922
857 COMMUNITY PROMOTIONS	\$23,676

SUB TOTAL-GENERAL FUND

\$1,623,261

202 MAJOR STREETS

202 ACTIVITY

PROPOSED 20-21

451 CONSTRUCTION	\$86,050
463 ROUTINE STREET MAINTENANCE	\$71,898
478 WINTER MAINTENANCE	\$31,956
480 STATE TRUNKLINE MAINTENANCE	\$32,996
482 ADMINISTRATION	\$ 8,417

SUB TOTAL

\$231,317

203 LOCAL STREETS

<u>203 ACTIVITY</u>	<u>PROPOSED 20-21</u>
000 APPROPRIATION TO FUND BALANCE	\$10,069
451 CONSTRUCTION	\$11,500
463 ROUTINE STREET MAINTENANCE	\$40,338
478 WINTER MAINTENANCE	\$31,082
482 ADMINISTRATION	\$4,986
SUB TOTAL	\$97,975

REMAINING FUNDS

<u>FUND DESCRIPTION</u>	<u>PROPOSED 20-21</u>
204 ROAD MILLAGE	\$50,000
208 PUBLIC IMPROVEMENT	\$4,730
218 NON MOTORIZED PATHWAYS	\$62,590
236 DDA	\$4,913,500
249 BUILDING DEPARTMENT	\$14,776
390 GENERAL OBLIGATION CAPITAL BOND DEBT	\$99,920
590 SEWER FUND	\$1,161,405
591 WATER FUND	\$776,638
661 CENTRAL EQUIPMENT FUND	\$242,162
SUB TOTAL	\$7,325,721
GRAND TOTAL FY 2020-21 PROPOSED BUDGET	\$9,278,274

IT IS FURTHER ORDERED that upon acceptance of the Village Assessment Roll, the Village Council shall review this budget and pass, pursuant to the Village Charter and State laws governing General Law Villages, by Resolution the required Millage Rate that generates the required Property Tax amounts as set forth in this Financial Plan for the Fiscal Year July 1, 2020 to June 30, 2021.

IT IS FURTHER ORDERED upon setting the Village Tax Rate, the Village Clerk/Treasurer shall proceed to collect the sums ordered in accordance with the Village Charter and the laws of the State of Michigan.

FURTHERMORE it is ordered that the Village Manager shall be designated the Chief Financial Officer of the Village in accordance with the State Uniform Budget Act and shall implement this Financial Plan as adopted or amended in accordance with generally accepted accounting principles and the State Budget Act.

YEAS:

NAYS:

ABSENT:

RESOLUTION NO. 2020-10 DECLARED ADOPTED.

Dated: June 15, 2020

Marvin Hinga, Clerk/Treasurer

CERTIFICATE

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 15th day of June 2020.

RESOLUTION 2020 - 10 DECLARED ADOPTED.

Dated: June 15, 2020

Marvin Hinga, Clerk
Village of Spring Lake

**VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN**

Council Member _____, supported by Council Member _____, moved the adoption of the following resolution:

RESOLUTION NO. 2020 - 15

**A RESOLUTION TO ESTABLISH THE MILLAGE RATE
FOR REAL AND PERSONAL PROPERTY IN THE
VILLAGE OF SPRING LAKE FOR THE
FISCAL YEAR 2020 - 2021**

WHEREAS, Article VIII of the Village Charter; Financial Procedures, Section 8.05 Village Council Action on Budget states:

- (a.) The Village Council shall publish a general summary of the budget and a notice stating:
- 1) The times and places where copies of the message and budget are available for inspection by the public, and
 - 2) The time and place, not less than two weeks after such publication, for a public hearing on the budget.

WHEREAS, the public notice of a public hearing to be held this date on the 2020/21 budget for the Village of Spring Lake was published in The Grand Haven Tribune; and

WHEREAS, by Resolution 2019 - 10 the Village Council approved of the budget for fiscal year 2020/21 and which was the subject of the public hearing held this date; and

WHEREAS, Chapter VIII of the Village Charter; Financial Procedures, Section 8.05C Adoption states: "The Village Council shall adopt the budget on or before the fifteenth day of June"; and

WHEREAS, Chapter IX of the Village Charter; Taxation, Section 9.02 Limit of Direct Property Taxation states: "The annual general ad valorem tax levy for municipal purposes shall not exceed 2.0 percent (20 mills) of the assessed value of real and personal property in the Village"; and

WHEREAS, the Village Council in the Village of Spring Lake Budget for 2020/21 (Resolution No. 2020-10 approved to raise the following Property Tax Revenue:

General Operating	\$1,017,600
Debt Retirement	\$ 99,920
Downtown Development Authority	\$ 386,000

NOW, THEREFORE, BE IT RESOLVED:

That, the Village Council does hereby levy the follow Millage Rate on all real and personal property subject to taxation within the Village of Spring Lake for the purpose of generating the required Property Tax amounts as set forth in the Financial Plan for Fiscal Year July 1, 2020 to June 30, 2021 for the Village of Spring Lake:

	<u>Millage Rate</u>
General Operating	9.67
Debt Retirement	<u>.69</u>
Total	10.36

YEAS:

NAYS: None

ABSENT:

RESOLUTION NO. 2020-15 DECLARED ADOPTED.

Dated: June 15, 2020

Marvin Hinga, Clerk/Treasurer

CERTIFICATE

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 15th day of June 2020.

RESOLUTION 2020 - 15 DECLARED ADOPTED.

Dated: June 15, 2020

Marvin Hinga, Clerk
Village of Spring Lake

Village Manager Performance Evaluation

Village of Spring Lake

Evaluation period: July 1, 2019 thru June 30, 2020

Governing Body Member's Name

Each member of the governing body should complete this evaluation form, sign it in the space below, and return it to Village President Mark Powers. **The deadline for submitting this performance evaluation is July 1, 2020.** Evaluations will be summarized and discussed at a Village Council Work Session on July 13, 2020.

Governing Body Member's Signature

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Village manager's performance.

Rating

Points	Category	Description
1	Unsatisfactory	Very seldom exhibits this quality.
2	Needs Strengthening	Makes effort, but not up to minimum expectations. Needs improvement.
3	Satisfactory	Exhibits this quality or meets minimum expectations and requirements most of the time. Good effort.
4	Good Performance	Exceeds minimum expectations most of the time. Good effort.
5	Outstanding Performance	Consistently performs in an exceptional manner and exceeds minimum expectations.

Any item left blank will be interpreted as a score of "3 = Average". If you rate the Manager's performance 1 or 2, please indicate in the comments section why you selected that rating.

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the Village Manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- _____ Diligent and thorough in the discharge of duties
- _____ Exercises good judgment; makes decisions in the best interest of the Village
- _____ Displays enthusiasm, cooperation, and willingness to adapt
- _____ Mental and physical stamina appropriate for the position
- _____ Values are in line with the values of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

2. PROFESSIONAL SKILLS AND STATUS

- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Willing to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner
- _____ Seeks professional improvement through attendance at pertinent seminars

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

3. RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- _____ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- _____ Sets meeting agendas that reflect the guidance of the governing body
- _____ Disseminates complete and accurate information equally to all members
- _____ Assists by facilitating decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

4. POLICY EXECUTION

- _____ Implements governing body actions in accordance with the intent of council
- _____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces local government's laws, policies, and ordinances
- _____ Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- _____ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

5. REPORTING

- _____ Provides regular information and reports to the governing body concerning matters of importance to the local government, using the Village charter as guide
- _____ Responds in a timely manner to requests from the governing body for special reports
- _____ Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- _____ Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- _____ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

6. CITIZEN RELATIONS

- _____ Responsive to requests from citizens
- _____ Demonstrates a dedication to service to the community and its citizens
- _____ Maintains a nonpartisan approach in dealing with the news media
- _____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- _____ Gives an appropriate effort to maintain citizen satisfaction with Village services

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

7. STAFFING

- _____ Recruits and retains competent personnel for staff positions
- _____ Applies an appropriate level of supervision to improve any areas of substandard performance
- _____ Stays accurately informed and appropriately concerned about employee relations
- _____ Professionally manages the compensation and benefits plan
- _____ Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

8. SUPERVISION

- _____ Encourages heads of departments to make decisions within their jurisdictions with minimal Village manager involvement, yet maintains general control of operations
- _____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls
- _____ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Village manager's office
- _____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- _____ Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

9. FISCAL MANAGEMENT

- _____ Prepares a balanced budget to provide services at a level directed by council
- _____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement? _____

What constructive suggestions or assistance can you offer the manager to enhance performance?

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period? _____

Initials

Christine Burns

From: Maryann Fonkert
Sent: Monday, May 25, 2020 8:42 PM
To: Christine Burns; Wally Delamater
Subject: Fw: Website Contact Form "Central Park"

Good Morning.....see below

From: Jim Marshall <no-reply@www.springlakevillage.org>
Sent: Monday, May 25, 2020 2:36 PM
To: Maryann Fonkert; Lori Spelde
Subject: Website Contact Form "Central Park"

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

From: Jim Marshall <jimmarshall0716@sbcglobal.net>
Subject: Central Park

Message Body:

Things are getting pretty trashed in the park especially the bathroom area and storage shed area. Looks like fesses on the concrete near the storage building. There's a need of trash receptacles in that area to help curb the littering. Thank you

--

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

Christine Burns

From: Wally Delamater <WDelamater@springlaketwp.org>
Sent: Tuesday, May 26, 2020 6:46 AM
To: jademanagementllc@gmail.com
Cc: Christine Burns; Lukas Hill
Subject: FW: Lake Pointe Condos, Storm Water

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Mr. Dufford,

The entire Village is suffering from groundwater saturation, high groundwater, river and lake levels. Normal absorption of rain water is no longer working well. Properties in the Village such as roads, parks and pathways are also being impacted.

I sympathize with your issues but at this time I am unable to authorize direct connections or direct connection by other means. As required by ordinance, the responsibility for drainage rests with the property owner. Given the high water conditions we are all facing, I just don't have an answers or recommendations that would provide any relief for the property

ARTICLE IV

Stormwater System; Floodplain and Other Standards; Soil Erosion

§ 320-19. Management and responsibility for stormwater system.

The Village is not responsible for providing drainage facilities on private property for the management of stormwater on that property. The property owner shall be responsible to provide for, and maintain, private stormwater runoff facilities in compliance with Chapter 313, Stormwater: Illicit Discharge and Connection, serving the property and to prevent or correct the accumulation of debris that interferes with the drainage function of a water body.

The link to Chapter 313, Stormwater may provide some options.

<http://www.springlakevillage.org/forms-ordinances/>

Thanks,

Wally Delamater
Director, Spring Lake Public Works

From: James Dufford <jademanagementllc@gmail.com>
Sent: Thursday, May 21, 2020 2:28 PM
To: Lukas Hill <LHill@springlaketwp.org>
Subject: Lake Pointe Condos

Good morning,

I represent Lake Pointe Condos in the Village of Spring Lake. We have been wrestling with water issues on our buildings West side caused mainly from water runoff from the building roof and the downspouts after every rain event. The water does dissipate, but only after a few days have gone by, leaving the area unusable for that time.

Landscaping proposals do not seem to be the answer as the underground utilities all congregate on that side.

I was wondering if we could possibly redirect the downspouts to the storm drains(2) located in the garage, which flow to the Village drain in the street.

If this is not feasible, I would love any ideas or suggestions you may have to resolve this issue.

I can be reached at: jademanagementllc@gmail.com or 616-502-3595.

I look forward to hearing from you.

Regards,

Jim Dufford

JADE Management Services LLC

616-502-3595

Christine Burns

From: Maryann Fonkert
Sent: Sunday, May 24, 2020 6:40 PM
To: Christine Burns; Wally Delamater
Cc: Lori Spelde
Subject: FW: Website Contact Form "Spring Lake Beach"

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Kristin S Epplett <no-reply@www.springlakevillage.org>
Date: 5/24/20 6:06 PM (GMT-05:00)
To: Maryann Fonkert <Maryann@springlakevillage.org>, Lori Spelde <Lori@springlakevillage.org>
Subject: Website Contact Form "Spring Lake Beach"

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

From: Kristin S Epplett <eppletts@gmail.com>
Subject: Spring Lake Beach

Message Body:

I am so disappointed that the swim buoys were not in place for a holiday weekend. I sat on the beach for 2 hours on Sunday. During that time 4 kayaks, 1 paddle board and 1 motor boat came into the swim area. Yes there were about 6 kids in the water at the time the person in the motor boat came to the tree on the corner by the sitting area. One guy jumped out grabbed a little kid off the boat set him on the little piece of land by the tree. The boat turned around - still would have been inside the buoys if they had been up. Came back up to the tree to let the guy and the little kid back on the boat. I'm guessing the kid had to pee or poop. I'm more concerned with boating in the swim area as motors can do great harm to a person swimming.

Also wondering why the road at the corner of Beach and Lake isn't closed. That is an accident waiting to happen. You can't see the water over the road sign with cars parked for the beach. They try to do u turns which is difficult with parked cars on both sides of the road.

Thank you for listening to my concerns.
Kristin Epplett

--

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

Christine Burns

From: Christine Burns
Sent: Tuesday, May 26, 2020 2:29 PM
To: Doug.Britton@plyforms.com
Cc: Stacey Fedewa (SFedewa@ght.org)
Subject: RE: Spring Lake question about street ordinance

Hi Doug,

Stacey forwarded your email to me to respond. Prior to any major change such as this, we typically require a traffic study. I do not believe that Council would approve a traffic control order without some hard statistics to back up the request (i.e. how many people travel the street each day and in what direction are they going). You would also need buy-in from all of your neighbors. If you feel that your neighbors would support such a request, I can get you a petition to circulate. I can also get a price to perform the traffic study from Progressive AE (that's who our traffic engineer works for) which you would be responsible for.

Please let me know if you wish to proceed.

Thanks,

Chris

From: Doug Britton <Doug.Britton@plyforms.com>
Sent: Tuesday, May 26, 2020 1:56:40 PM
To: Stacey Fedewa <SFedewa@ght.org>
Subject: Spring Lake question about street ordinance

Wondering if the township would consider making N Cutler into a one-way street between Liberty and Barber? Currently this section of N Cutler is one car wide and when cars meet someone pulls onto yards or driveways sporadically.

The entrance off Liberty is also one car wide, making this section of N Cutler one-way heading north would enhance safety as well.

Kind regards,

Doug Britton
308 N Cutler
Spring Lake, MI 49456



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

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

www.springlakevillage.org

Mr. and Mrs. Richard and Marianne Martinus
209 S. Park
Spring Lake, MI 49456

RE: Dock Zoning Permit

Dear Mr. and Mrs. Martinus,

The Village of Spring Lake has received your zoning permit application to place a permanent dock in the Grand River to serve 207 N. Park. The Village of Spring Lake is denying this application for the following reasons:

Section 390-24 does not allow waterfront access easements to non-waterfrontage lots. Subsection A says there is only one dock permitted per single family dwelling. That clearly means the single-family dwelling on the lot that abuts the water. Subsection C states that docks may only be used by persons residing on the premises, clearly meaning the premises on the water, because Subsection C goes on to state that docks may only be used by owners and renters of the dwelling on the same lot (i.e. the lot on the water, hosting the dock). Granting easements to non-waterfrontage lots to allow those lots to construct additional docks is a practice known as "keyholing," which is what Section 390-24 is designed to prevent.

Note that only one dock is permitted for 209 S. Park and it may not be used for tenants in 207 S. Park. If you intend to change the zoning permit application address to 209 S. Park, it is our understanding that the EGLE permit will need to be amended as well, which will offer the Village and opportunity to provide comments prior to issuance of the EGLE permit.

To avoid further enforcement action, the dock shall be removed by June 15, 2020, unless the proper permits can be obtained by the State of Michigan EGLE and the Village of Spring Lake.

Please contact me if you have any further questions.

Best,

Lukas Hill, AICP
Zoning Administrator

Cc: Christine Burns, Village Manager
Chad Hipshier, EGLE (via email)

Leadership Update

June 3, 2020



Executive Order 2020-110

On June 1, 2020, the Governor lifted Michigan's Safer at Home order effective immediately. This also moved the State into phase four of the MI Safe Start Plan. Based on EO 2020-110, here is a snapshot of the activities that will be reengaging:

Beginning Immediately:

- **Office work** may resume where remote work is not possible.
- **Outdoor social gatherings** of up to 100 people or less are allowed, but residents are encouraged to continue taking precautions to prevent a resurgence of COVID-19.
- **Outdoor sports/games and outdoor parks and recreational facilities**, including campgrounds (for day or overnight camping) may be open.

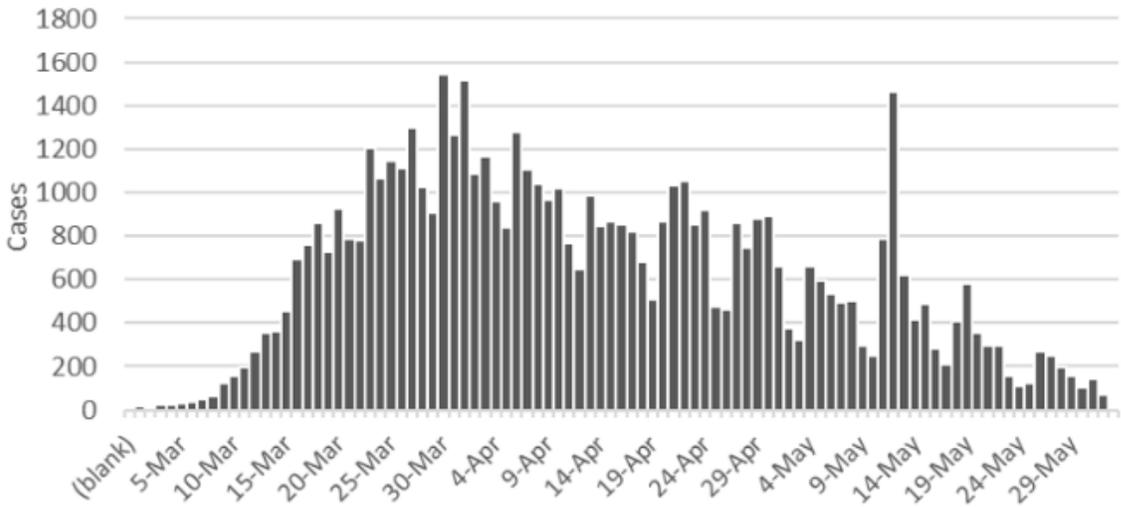
Beginning Thursday, June 4:

- **Retail stores** may resume normal operation subject to capacity restraints and workplace standards and serve customers without an appointment. Strict social distancing guidelines must be followed and customers are required to wear masks.

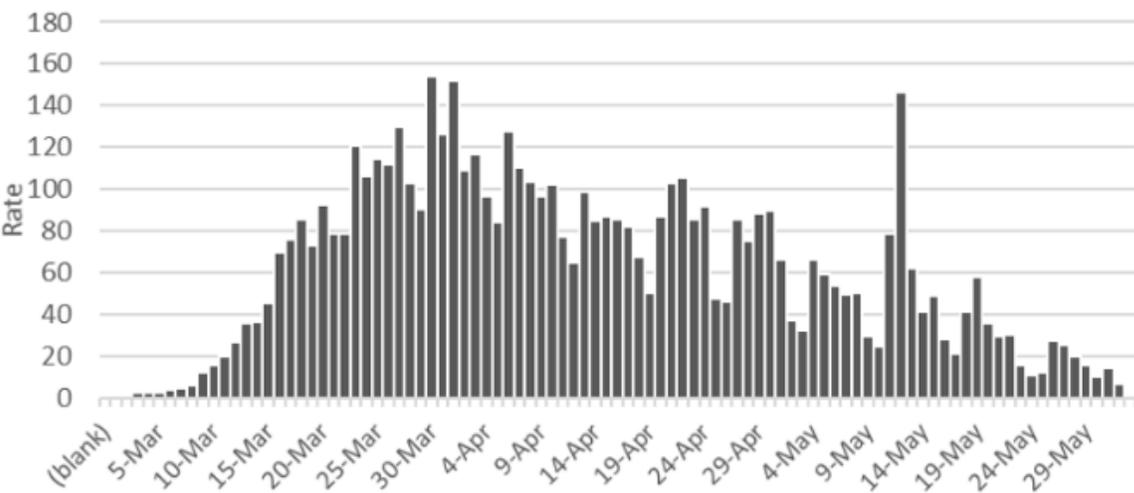
Beginning Monday, June 8:

- **Outdoor public swimming pools** can begin reopening with capacity limited to 50 percent and subject to DHHS guidance.
- **Day camps** for children may reopen subject to guidance issued by the Department of Licensing and Regulatory Affairs.
- **Libraries and museums** can reopen subject to rules governing retail stores.
- **Restaurants and bars** may reopen statewide with limited (50 percent or less) capacity while maintaining social distancing. Servers must wear masks and all other employees must follow rigorous disinfection protocols. Patrons are required to wear masks until they are seated at their table.

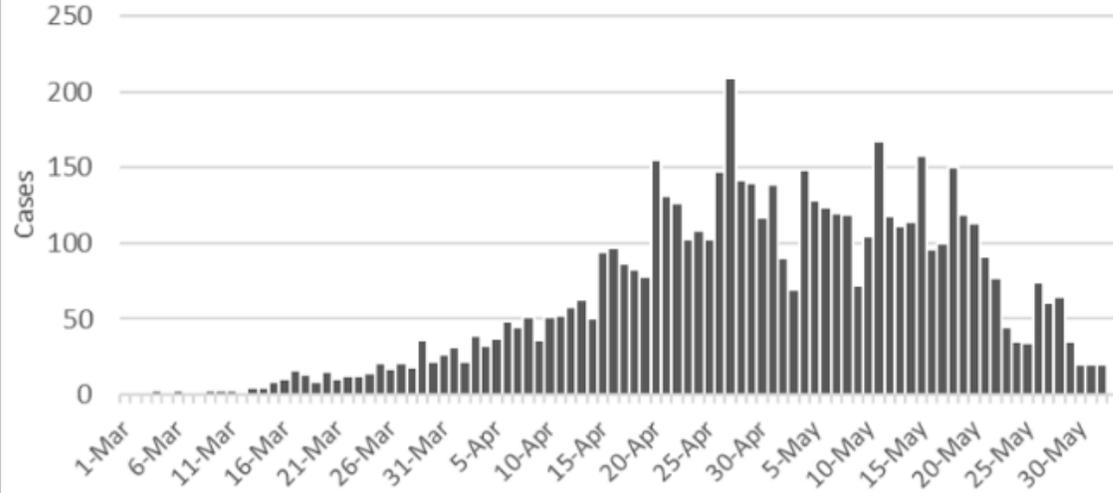
Count of Confirmed Covid-19 Cases by Date of Onset*, Michigan



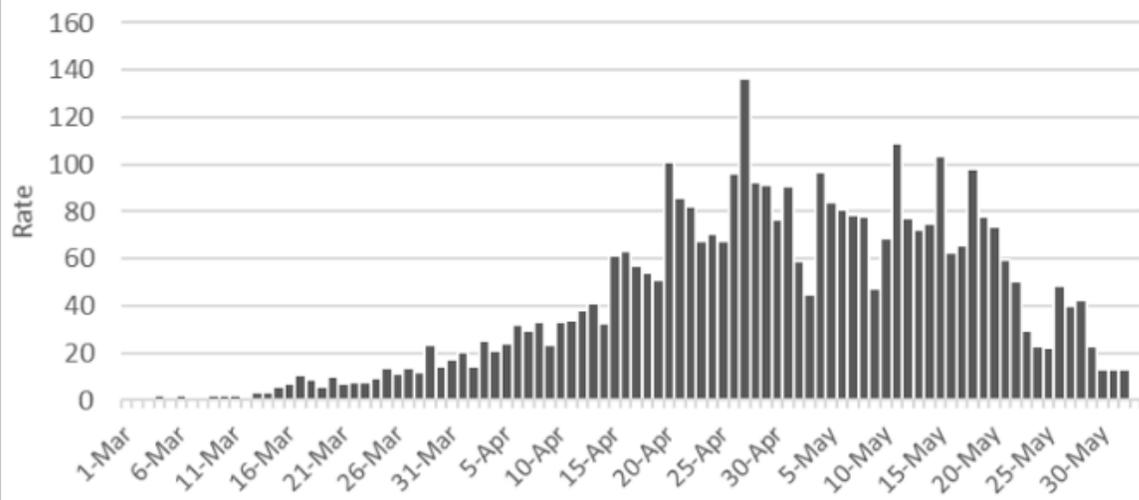
Rate per 1,000,000 of Confirmed Covid-19 Cases by Date of Onset*, Michigan



Count of Confirmed Covid-19 Cases by Date of Onset*, Region 6



Rate per 1,000,000 Residents of Covid-19 Cases by Date of Onset*, Region 6



Total Cases

 **862**

Includes all laboratory confirmed and probable cases ever reported to the Ottawa County Department of Public Health. This

Total Deaths

 **40**

Total Hospitalized

 **8.0%**

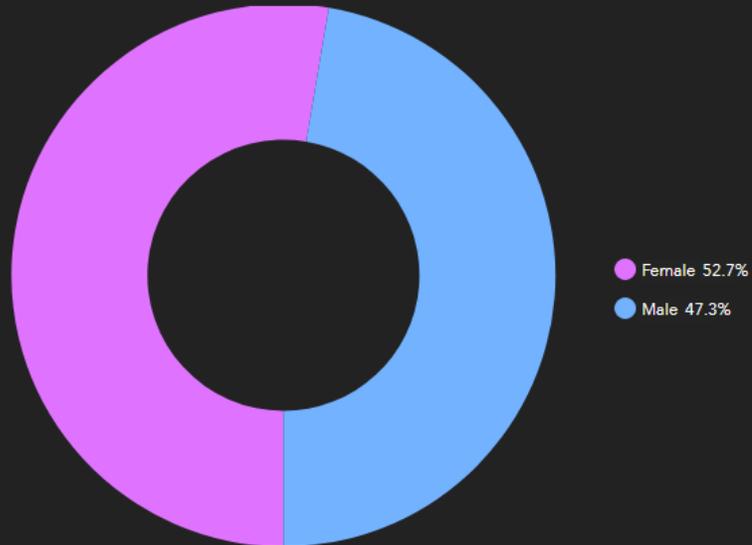
Total Recovered

 **383**

Per the Michigan Department of Health and Human Services, recovered is defined as the number of persons with a confirmed COVID-19 diagnosis who are alive 30 days post-onset (or referral

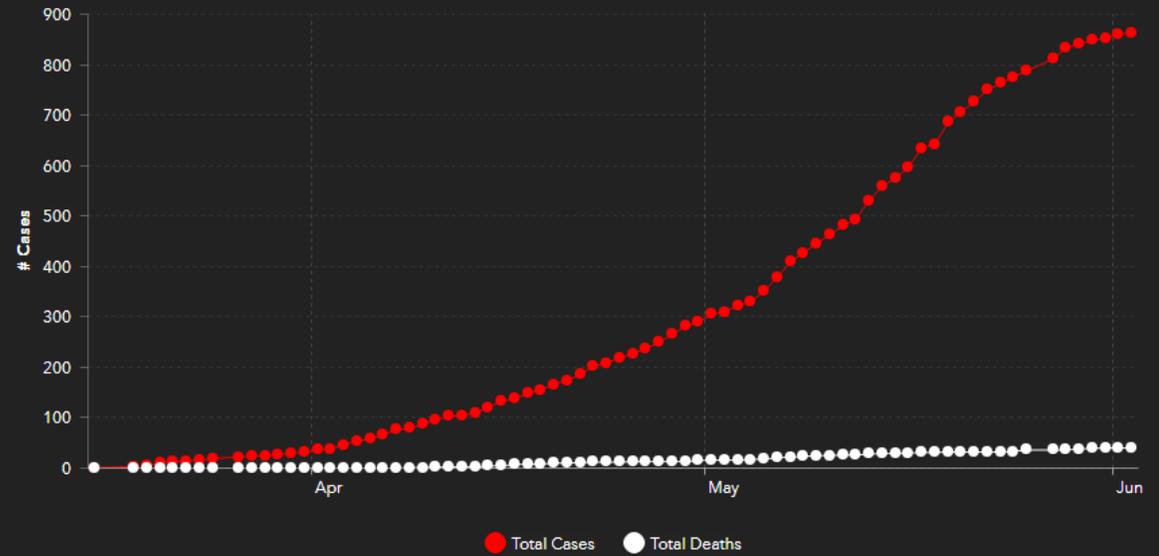
Ottawa County COVID-19 All Cases Summary

Percentage of All Cases by Sex

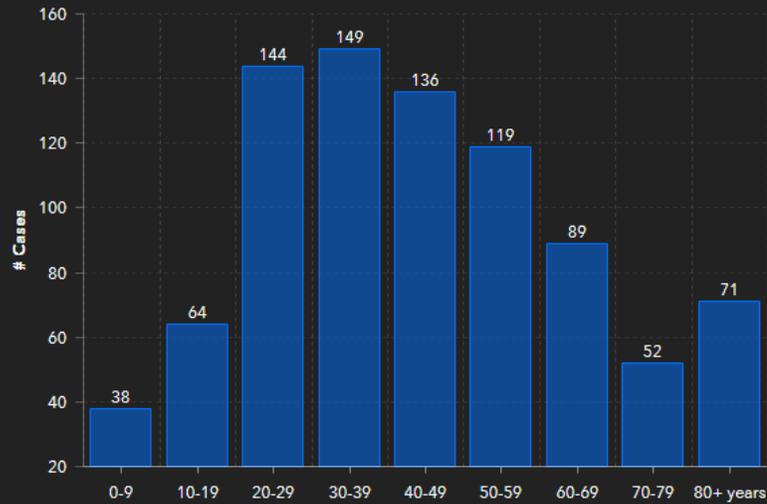


[All Cases by Sex](#) | [All Cases by Race](#) | [All Cases by Ethnicity](#)

All Cumulative Cases & Deaths

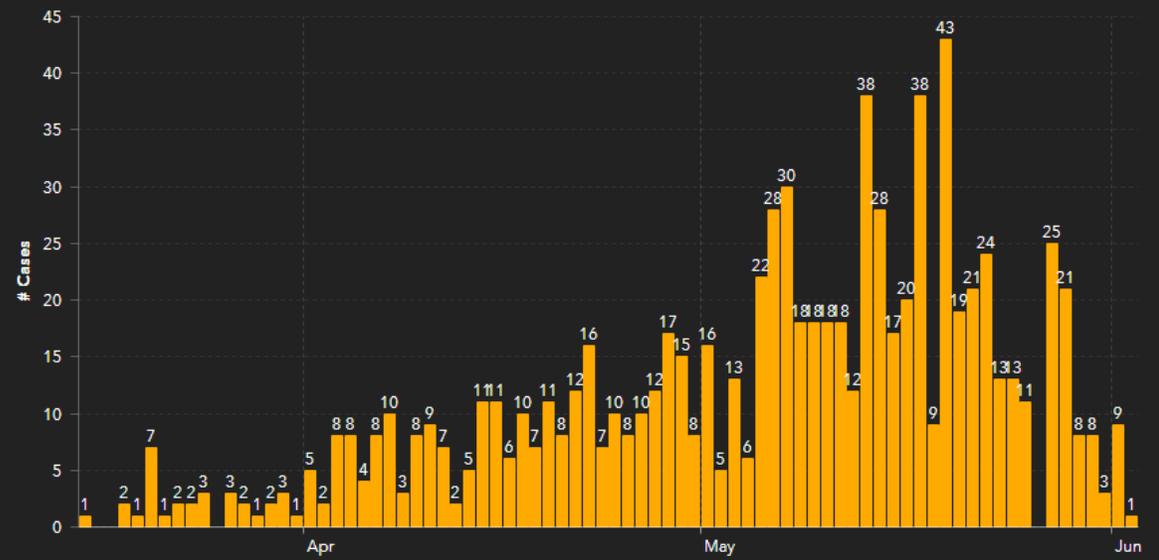


All Cases By Age Group



[All Cases by Age Group](#) | [All Cases Age Summary](#) | [All Hospitalized Cases Age Summary](#)

All New Cases by Day



Confirmed Cases

 **785**

Confirmed Deaths

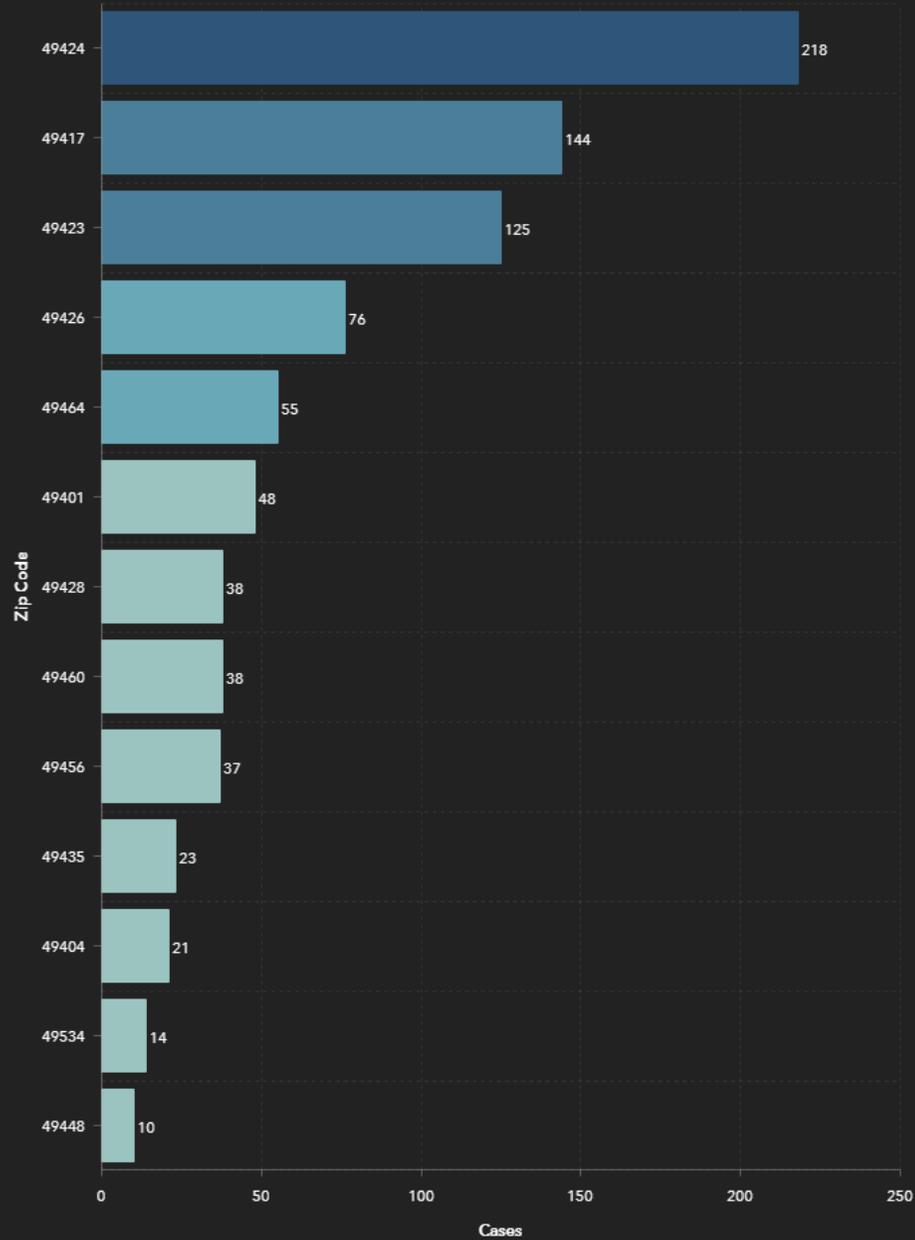
 **35**

Confirmed Hospitalized

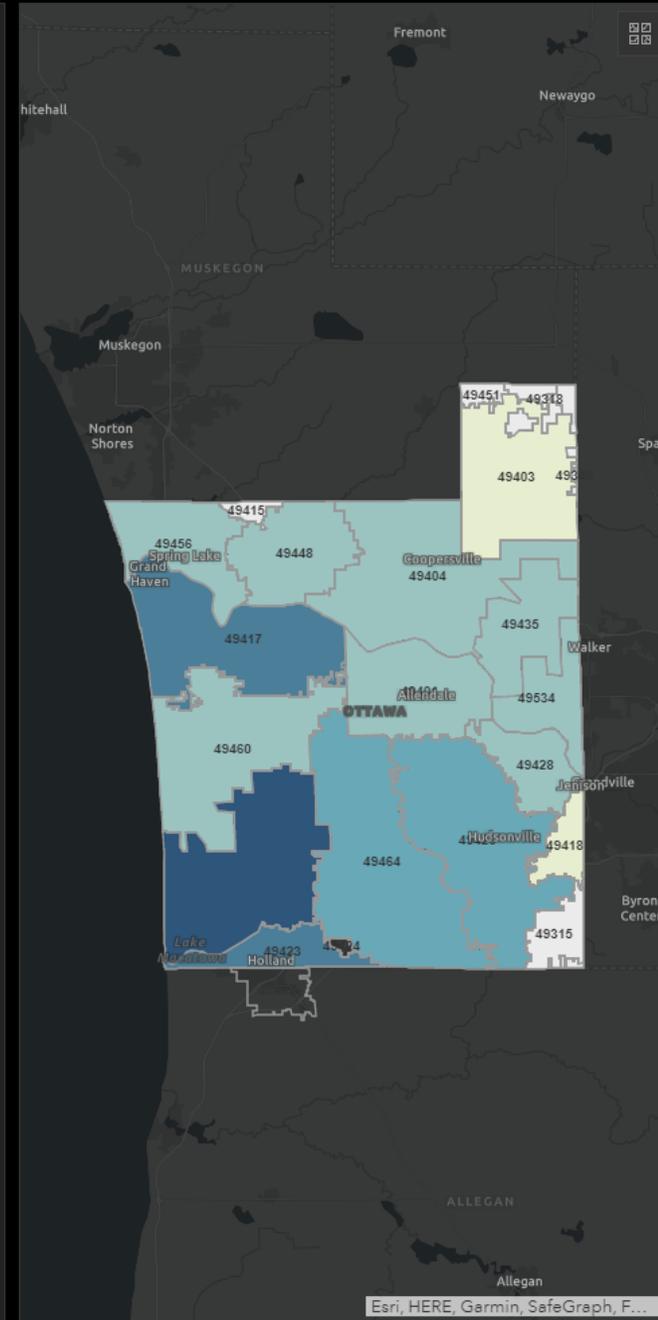
 **8.7%**

Confirmed Recovered

 **337**



Zip codes with less than 10 cases are not displayed in the graph.



218 Total Cases
49424

144 Total Cases
49417

125 Total Cases
49423

76 Total Cases
49426

55 Total Cases
49464

48 Total Cases
49401

38 Total Cases
49428

38 Total Cases
49460

37 Total Cases
49456

23 Total Cases
49435

21 Total Cases
49404

14 Total Cases
49534

10 Total Cases
49448

COVID19 Data

All Cases By Zip Code

-  ≥ 200
-  100-199
-  50-99
-  10-49
-  1-9
-  No Reported Cases

◀ ≥ 10 Cases ▶

Total Cases

 **862**

Includes all laboratory confirmed and probable cases ever reported to the Ottawa County Department of Public Health. This

Total Deaths

 **40**

Total Hospitalized

 **8.0%**

Total Recovered

 **383**

Per the Michigan Department of Health and Human Services, recovered is defined as the number of persons with a confirmed COVID-19 diagnosis who are alive 30 days post-onset (or referral

Total Tests

 **12,474**

Laboratory testing data displayed here includes all tests conducted on Ottawa County residents across the State. Weekly test counts may be updated each week, with a reporting lag of a week or more. Test counts are based on lab testing reports from the Michigan Department of Health and Human Services. Current data is valid through 5/23/20.

Positive

1,078

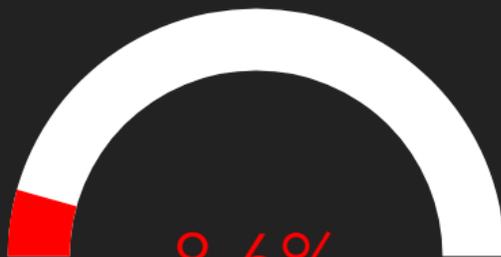
As of 5/23/20
Positive test count reflects all tests with a positive result. Counts may differ from

Negative

11,396

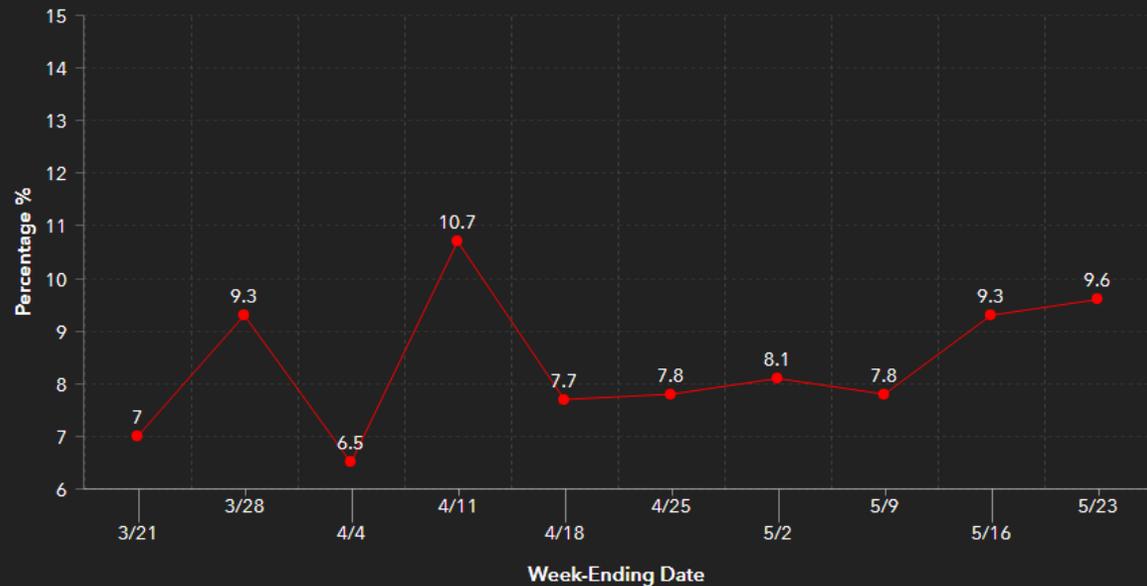
As of 5/23/20

Percent Positive

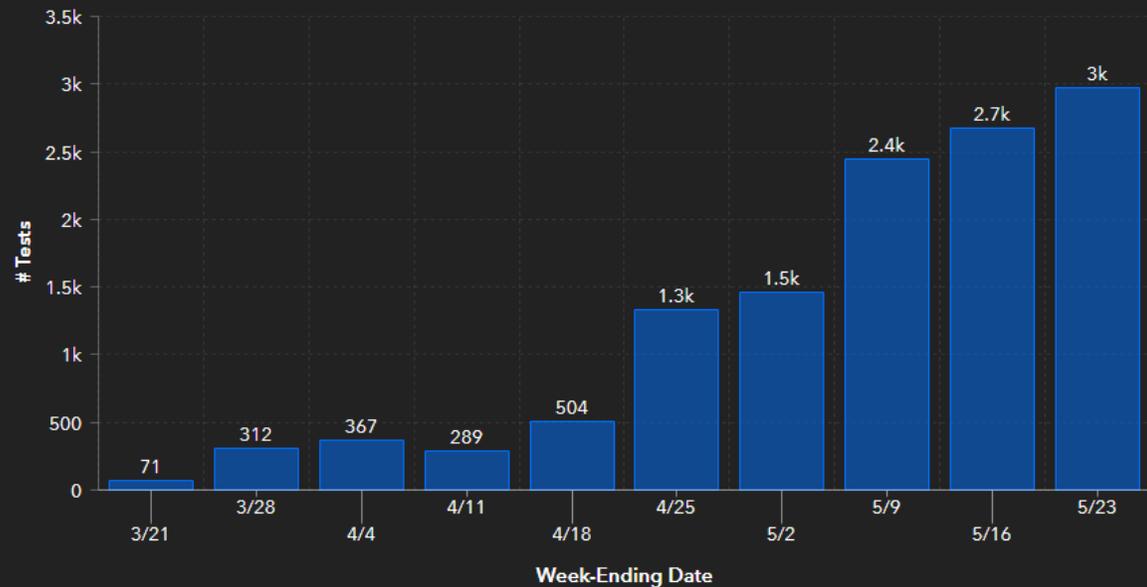


8.6%

Positive Test Percentage By Week



Total Tests by Week



Health System/Hospital	COVID-19 Patients	COVID-19 Patients in ICU	Bed Occupancy
Ascension	122	32	71%
Aspirus	0	1	22%
Baraga County Memorial Hospital	0	0	40%
Beaumont	178	70	61%
Bronson	23	5	64%
Covenant	30	13	74%
Deckerville Community Hospital	0	0	8%
Detroit Medical Center	70	35	93%
Dickinson Memorial Health Care System	0	0	37%
Eaton Rapids Medical Center	1	0	15%
Harbor Beach Community Hospital	0	0	27%
Helen Newberry Joy Hospital	0	0	20%
Henry Ford Health System	109	49	63%
Hills and Dales General Hospital	0	0	17%
Hillsdale Hospital	1	0	35%
Holland Community Hospital	12	3	59%
Hurley Medical Center	20	9	84%
Kalkaska Memorial Health Center	0	0	25%
Mackinac Straits Hospital	1	0	45%
Marlette Regional Hospital	0	0	20%
McKenzie Memorial Hospital	0	0	8%
McLaren	117	40	67%
Memorial Healthcare	2	2	40%
Metro	11	2	52%
Michigan Medicine	47	33	84%
MidMichigan Health	26	1	44%
Munising Memorial Hospital	0	0	7%
Munson Health System	1	1	51%
North Ottawa Community Hosp	0	0	17%
Oaklawn Hospital	3	0	43%
OSF St. Francis Hospital	0	0	9%
Pontiac General Hospital	0	0	5%
Prime Health	8	2	45%
ProMedica	7	3	57%
Scheurer Hospital	0	0	3%
Schoolcraft Memorial Hospital	0	0	50%
Sheridan Community Hospital	0	0	7%
Sparrow Health System	16	1	66%
Spectrum	55	18	63%
Straith Hospital	0	0	21%
Sturgis Hospital	4	0	63%
Three Rivers Health	7	0	34%
Trinity	121	19	68%
UP Health	2	0	60%
War Memorial Hospital	0	0	24%
Grand Total	994	339	64%

OTTAWA

Facility Name	Cumulative Confirmed Cases
Allendale Nursing & Rehab. Community	0
Hallmark of Holland	1
Heartland of Holland	#N/A
Heritage Nursing & Rehab. Community	0
MediLodge at the Shore	26
Medilodge of Holland	0
Mission Point of Lamont	0
North Ottawa Care Center	0
Riverside Nursing Center	0
SKLD Zeeland	0
The Inn at Freedom Village	0
The Laurels of Hudsonville	0
Waterford Place	--

Free COVID-19 Testing in Ottawa County this Weekend

The state approved a community COVID-19 testing event for Ottawa County. It is FREE and for ANYONE who wants to come. NO SCREENING is needed. NO doctor's order is needed. Testing is available whether or not you have symptoms. It is primarily a drive-through site. However, people can also do walk-up if they bike or walk in or if organizations want to bring groups in by van or bus.

Where

West Ottawa High School Campus – entrance off [Butternut Drive](#)

When

Saturday, June 6 from 8:30 AM to 3:30 AM & Sunday, June 7 from 11:00 AM to 5:00 PM

Why

This event helps public health officials identify COVID-19 infection in our community, isolate positive cases and find close contacts for follow-up monitoring. Some people with COVID-19 do not have symptoms and don't know they have it. They can continue spreading the virus and can cause serious illness in others. This event will provide testing for them and many others. People who live in the 49424 ZIP code and those of Hispanic/Latinx ethnicity are [disproportionately affected](#) by COVID-19 in Ottawa County. The location of this testing site was selected to facilitate testing for those two groups so we may detect and protect.

The National Guard will do the testing. Medical Reserve Corps volunteers and Ottawa County employees will provide support functions (instructions, forms, traffic control, data entry, etc.)



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Friday, June 05, 2020

East Savidge Liquor LLC
C/O Navpreet K. Gill, Applicant
gillp112@yahoo.com

RID # RQ-2005-06504 **Reference/Transaction:** Transfer ownership escrowed 2020 SDD & SDM license with Sunday Sales (AM & PM) permits, Direct Connections (2) and Catering Permit from Ferrysburg Liquor Store, LLC; Transfer location from 115 3rd St, Ferrysburg to 606 E Savidge St, Spring Lake; Transfer governmental unit under MCL 436.1531(18) from Ferrysburg city to Spring Lake village; New Beer & Wine Tasting permit; Cancel existing Direct Connections (2); Cancel existing Sunday Sales (AM) permit; Cancel existing Catering permit

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: East Savidge Liquor LLC

Business address and phone number: 606 E Savidge St, Spring Lake, MI 49456

Home address and phone number of partner(s)/subordinates:
Navpreet Kaur Gill, 13833 Lake Sedge Dr, Grand Haven, MI 49417, C: 661-431-5501

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Grand Rapids District Office (616) 447-2647

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR

Christine Burns

From: mirecgrants-noreply@michigan.gov
Sent: Wednesday, May 27, 2020 2:46 PM
To: pamb@pmbrough.com; Christine Burns; Angela Stanford-Butler
Subject: Application Under Review - TF20-0082

Village of Spring Lake, Ottawa
TF20-0082
Tanglefoot Park Universal Access Waterfront Redevelopment

The grant application noted above is administratively complete and has moved to the next stage of evaluation. Preliminary scores will be posted in late summer then the Supplemental Period will begin. You will have the opportunity to submit additional documentation during that time. Contact your Grant Coordinator with any questions before then.

Christine Burns

From: John Wolffis <jwolffis@miottawa.org>
Sent: Tuesday, May 26, 2020 2:29 PM
To: Craig Bessinger (cbessinger@ferrysburg.org); Christine Burns;
GGallagher@springlaketwp.org
Cc: Steven Kempker; Valerie Weiss
Subject: Weekend summary of activity on Spring Lake

The following is a synopsis of the Marine Activity for Spring Lake for the dates of 5/22/20 thru 5/25/20:

A total of 25 hours were patrolled on Spring Lake on the dates listed.

17 Vessels were stopped for violations
-13 of which were for Slow No Wake violations.
-4 were for registration and PFD violations.
-Of the 17 stops 11 Citations were issued and 6 Verbal warnings

8 Complaints were dispatched via 911 calls. (Spring Lake calls only listed, this does not include the Grand River, GH Channel, or Lake Michigan):
-5 complaints were regarding Slow No Wake violations
-2 were for loud music
-1 for an airboat that took on water and sunk

**Outside of the 911 fielded complaints I also received 5-7 complaints of wake violations on my work cell and email. It should be noted that none of these complaints were violations of a SNW rule, they were all residents who lived in an area that is not designated as SNW complaining of boat wakes and asking that we make their area a SNW zone.

The officers on the boats this weekend reported lower than average boats on the water for a Holiday weekend and also stated SNW violations were observed however not to the extent we have seen before. After reviewing daily activity from the Deputies it appears Smiths Bayou/Verplank Point and Petty's Bayou are the 2 areas that generate the highest area of complaints and SNW violations. Sgt. Gerencer also passed out the informational pamphlets explaining the Slow No Wake areas on Spring Lake to boaters and marinas in the area. 2 news interviews were done on Monday 5/25 with WZZM and FOX17 in regards to the high water levels and property damage being done to the shorelines.



Captain John Wolffis

Law Enforcement Operations

12220 Fillmore St.

West Olive, MI 49460

Desk: 616.738.4039 Fax: 616.738.4062

Email: jwolffis@miottawa.org



Christine Burns

From: dbee@wmrpc.org
Sent: Thursday, May 21, 2020 3:29 PM
To: Christine Burns
Subject: RE: ProjectSubmissionForm

Hi Christine,

I met with EDA yesterday to discuss potential projects. The Tanglewood Park Redevelopment didn't match their goals with this program. I'm sorry! I think that the program is receiving a lot of attention and will have a lot of very competitive projects. I will forward our projects list to other potential sources when we're done hearing from communities so that your project will be before several sets of eyes over the coming weeks.

I hope you're managing to get through this mess with at least a few smiles.

I'll see you soon.

Dave

Dave Bee, AICP, Director
West Michigan Regional Planning Commission
1345 Monroe Avenue NW
Grand Rapids, Michigan 49505
616-485-2554 (my cell)
dbee@wmrpc.org

From: Christine Burns <christine@springlakevillage.org>
Sent: Monday, April 6, 2020 3:31 PM
To: Dave Bee (dbee@wmrpc.org) <dbee@wmrpc.org>
Subject: ProjectSubmissionForm

Dave,

This is the quick and dirty version. Please let me know what, if anything, else I need to do. I do have cost estimates for the outdoor amenities and we're working on the pavilion now. We're using Progressive AE for this project.

Thanks,

Chris



Village of Spring Lake
Draft Council Work Session Minutes
May 11, 2020
7:00 p.m.
Dial-in number: (872) 240-3212
Access code: 714-376-645
Spring Lake, Michigan

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

- 1. Housing Next (Rhonda Kleyn)** – Rhonda Kleyn, NHS Neighborhood Development Coordinator, for the City of Grand Haven will be attending the meeting to discuss their latest statistics.

Rhonda Kleyn asked Council to consider participating in their Home Repair Program along with neighboring municipalities. Ms. Kleyn said that the Village had not participated since 2017 and they regularly received calls from Village residents asking for home repair help but they have to be turned away. **Hanks** asked what the criteria was to get assistance. Ms. Kleyn said that different grants had different criteria, but income was the main criteria for eligibility along with a list of other eligibility requirements. **Petrus** asked why the Village discontinued participation. **Hinga** said that not being able to get specifics on who was being served was part of it. Ms. Kleyn said that another reason the Village had discontinued participation was cost, which had previously been \$8,000, but now, the ask was significantly less at \$1,200. President **Powers** suggested that Council discuss this program as something to add to the upcoming budget. **Van Strate** asked if this was for owner occupied or did it include rental property. Ms. Kleyn assured him that it was for owner occupied homes, not rentals. **Council** agreed that, due to the current economic circumstances, participation in this program was important for the community and asked to have this added into the budget.

- 2. 109 S. Jackson Redevelopment** – The developer for 109 S. Jackson submitted a proposal to the DDA for a property swap on Jackson St. The DDA was amenable to the idea and recommended the developer speak with the entire Council to determine their level of interest. Mr. Brandon Brown will be attending the meeting.

Burns shared preliminary site plan drawings of 3 different designs that had been shared with the DDA, whose initial reaction was positive. Brandon Brown shared some background on how this proposed property swap came about after he and Eric Wolffe had submitted their initial RFP and purchased the building. Mr. Brown said that the idea of a property swap was brought to them as a result of the visualization and inspiration for Epicurean Village to move the building closer to the corner as a counterbalance for Seven Steps Up and to open up that area. Mr. Brown said if the

property swap aligned with their business model and what they were trying to do and the level of interest was there, then they would be open to a swap and see if all concerned could come to an agreement. President **Powers** asked what input could be added from the DDA. **Burns** shared that the DDA was open to the idea of a property swap and leaned towards the parking neutral drawing of plan C, however, they did not want to see all asphalt and suggested adding bump outs with green space and maybe trees. **Hanks** confirmed that this was the DDA's position on the swap and preferred site plan. **Petrus** asked if she had understood correctly that this was a suggestion from the Village and Epicurean Village to improve the esthetics of that area. **Burns** explained that raising the building had been discussed when Ms. VanKampen had owned the building but after she donated the building to the Village, that discussion had fizzled until developers had come forward and different options, such as this, had been discussed. **Burns** said the numbers had not been looked at yet and both parties would have to be agreeable, but they first wanted to see what Council's thoughts were before they pursued further conversations. **Van Strate** said he liked plan C. President **Powers** said he liked the idea of a building at the corner as a balance for Seven Steps Up but preferred Plan B with more green space. **Council** discussed this item and agreed they were open to a property swap.

- 3. Delinquent Utility Bills (Marv Hinga)** – 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.

Hinga reported that the delinquent utility bills, totaling \$2,760, were at least 6 months old and from inactive accounts with unpaid balances where the homeowner or tenant had moved. **Council** agreed this item could be placed on the Consent Agenda.

- 4. COVID Updates – Burns** shared that she would be attending a Reconstitution Webinar on Wednesday for the latest information and then would share an infographic with staff regarding getting back into the swing of things and getting Village Hall reopened. **Burns** said the plan was to open to the public on June 1st, making sure to follow the CDC recommendations. **Burns** reported that the Heritage Festival and related 5k have been canceled and the Armed Forces 5k, to be held in September, was still up in the air and will be evaluated later in the summer and the fate of the Coast Guard Festival would be decided at the Festival Committee's June meeting. **Burns** asked Council how they felt about attending the Coast Guard dinner this year, provided it was not canceled, considering the current financial circumstances of taxpayers. **Burns** also shared an overview of small business loans, similar to what the City of Grand Haven offered, that the DDA would discuss and consider for Spring

Lake businesses with Joy Gaasch at their meeting in the morning and encouraged Council to join. **Council** agreed that the \$2500 it would cost to attend the Coast Guard dinner would be better spent elsewhere.

- 5. Additional Marine Patrol for 2020** – In 2019, SLT, SLV and the City of Ferrysburg contributed funds for additional marine patrol specifically to enforce the no wake regulations. With water levels being even higher in 2020, it seems as though this may be a good investment again this year.

Burns explained that with the water levels continuing to rise, the need for additional Marine Patrol would be needed again this summer. **Burns** said that this year they would start earlier with education on no-wake areas, posting maps at marinas and issuing tickets to violators sooner which would help spread the word around the boating community. **Council** agreed that education and additional Marine Patrol was needed, especially during the peak boating times on the weekends, but was not necessary on Sunday evening or during the week. Council agreed.

- 6. Audit Contract Vredeveld Haefner (Marv Hinga)** – VH submitted a 5-year continuance letter with a price freeze for 2020 and a 2% increase each year for the next 4 years. Clients currently on a 5-year agreement include the City of Grand Haven and related entities (NOWS, Harbor Transit, Sewer Authority, etc), Loutit District Library, Norton Shores, Grandville, Rockford, East Grand Rapids and Georgetown Township.

Hinga explained the details of this 5-year continuance letter with Vredeveld Haefner and said that they had been very happy with their services. **TePastte** and **Hanks** shared that the Finance Committee had reviewed this continuance letter and, based on cost and past performance while realizing that keeping the same auditors added additional responsibility to Council, were in favor of approval. **Council** discussed this item and agreed that they would like to continue with Vredeveld Haefner and asked to have this item added to the Consent Agenda.

- 7. Proposed Budget FY 2020/2021 (Marv Hinga)** – The proposed budget was included in this agenda packet. Once Council has a chance to review, staff will assemble the binders for distribution prior to the June 15th adoption.

Hinga went over the proposed Budget for FY 2020/2021. **Council** discussed whether to give staff a 2% wage increase or if a wage freeze was in order at this time. **TePastte** explained that the Finance Committee was split on this issue and, in his opinion, in light of the current situation, he did not feel right about giving raises while business

owners were making difficult choices to save their businesses. **Hanks** said she felt that, after challenging staff to come up with cost savings, share jobs and make tough decisions, all of which actually brought payroll cost down, to not give raises would be saying that, even though you did what was asked, it doesn't matter. **Duer** felt that staff, especially the water/sewer staff, were not getting a break during this time, unlike a lot of people who were able to stay home and make more money on unemployment, Village staff was not able to do that and should be rewarded for what they are doing. President **Powers** asked what the Township was doing. **Burns** said that the Township had already given raises because their fiscal year began April 1st. **Hanks** said that the Township employees already receiving raises was another factor in her decision, that some employees received raises and some employees, doing the same jobs, would not, even though those funds were already included in the budget. **Burns** shared that since Paparella had retired in March and no one had been hired yet, all of the office staff had stepped up and taken on more duties with no extra compensation and that Spelde had also taken on Utility Billing for the Township. **Burns** said that Spelde should receive more than 2% for the job she was doing and Michael Rice, the newest DPW employee, was at the lowest rate of an out of date wage scale and needed to be brought up. **Van Strate** and **Miller** agreed with **Hanks** and **Burns**. President **Powers** reiterated the opinions of **TePastte**, **Hanks** and **Burns** and said he leaned more towards **TePastte's** opinion but if the majority voted to give the 2% raises, he would defend it, but did not feel it would look good to residents going through these very grim times. **TePastte** said he did not disagree that the Village employees work hard and he would support the majority. **Hinga** continued with the proposed budget and explained that there was a new department number in the General Fund for Police and the big change here was that Police pension expenses would be going up from \$800 to \$7,086 per month but these costs would be shared with Ferrysburg. **Hinga** reported changes in the Major and Local street funds, building fund expenses that would go down now that Michigan Township Services were handling the permitting process instead of the receptionist, the DDA fund with several large capital expenditures that were predicated upon grants being awarded, property being sold and borrowing taking place, the TIFA fund, the sewer and water fund details, the equipment fund with the two major purchases being a copier and a plow blade and the health insurance rates for the upcoming year went up 4.9% and dental less than 1%. **TePastte** said that, in general, the Finance Committee was fine with the Budget but would not hesitate to recommend amendments if needed, recognizing the year they were facing. **Hinga** confirmed that the changes to the Budget were to remove Coast Guard Dinner, add \$5000 for additional Marine Patrol and add \$1,200 for the Housing contract.

- 8. Budget Adjustments (Marv Hinga)** – The finance committee will have reviewed proposed budget adjustments prior to this meeting and will make a recommendation.

Hinga reviewed the budget adjustments for Major/Local Streets, DDA, Water fund, Sewer fund, moving money between Clerk/Treasurer and Planning Budget, moving money between different parks. **Hinga** said these changes were all moving money between line items and made no changes to the General Fund balance. **Council** agreed these adjustments could be added to the Consent Agenda.

- 9. Capital Improvement Plan** - Council will be holding a special meeting on Tuesday, May 12, 2020 to discuss the Capital Improvement Plan for the repair and maintenance of the water/sewer infrastructure.

10. Communications

Burns said she had nothing to add to what was in the packet.

- 11. Minutes** - Minutes of the April 13, 2020 Work Session and the April 20, 2020 regular meeting were attached for review.

- 12. Public Comment** - There was no public comment.

- 13. Adjournment:** There being no further business, the meeting adjourned at 8:22 p.m.

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk



DRAFT MINUTES

Monday, May 18, 2020
7:00 P.M. CONFERENCE CALL
Dial-in number: (646) 749-3122
Access code: 571-383-213
Spring Lake, Michigan

Pursuant to Executive Order No. 2020 – 75, the Village of Spring Lake will conduct its business via conference call to mitigate the spread of COVID-19.

1. Call to Order

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

2. Pledge of Allegiance (Flag was displayed on webinar)

3. Roll Call

Present: Duer, Hanks, Miller, Petrus, Powers, TePastte, Van Strate.

Absent: None

4. Approval of the Agenda

Motion by **Hanks**, second from **TePastte**, to approve the agenda as presented.

Yes: 7 No: 0

5. Consent Agenda

- A. Approved the payment of the bills (checks numbered 61134 to 61161 and electronic payments numbered 115 to 122) in the amount of \$207,082.58.
- B. Approved the minutes for the April 13, 2020 work session and the April 20, 2020 regular Council meeting.
- C. Approved the placement of delinquent utility bills on the Summer 2020 tax bills, per Section 78-176 of the Village Code of Ordinances.
- D. Approved a 5-year contract for auditing services with Vredeveld Haefner with a price freeze for 2020 and a 2% increase per year for the subsequent 4 years.
- E. Approved budget adjustments for fiscal year 2019/2020.

- F. Approved the public hearing date of the budget adoption for Monday, June 15, 2020 at 7:00 p.m. via Go To Meeting.

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

Yes: 7 No: 0

General Business – None.

6. Department Reports

A. Village Manager – Burns reported that Hinga had run a report regarding unpaid utility bills for this quarter and, as you recall, a decision was made not to do shut-off's or apply penalties to those that remain unpaid due to Covid. Unpaid utility bills, totaled about \$31,000, which was considerably less than last quarter. **Burns** shared that there had not been any proposals received for the RFP's on the old Township Hall property or marina services at Tanglefoot but that was probably due to the timing of Covid-19. She would get the RFP back out for the Buchanan Street property. **Burns** updated Council on flooding issues and reported that School Street and N. Lake Avenue were now closed due to flooding over the road and also updated Council on Covid-19 related items. **Burns** reported that the Tanglefoot docks had been scheduled to be installed but so far that had not happened. Infographics and educational pieces regarding the enforcement of no wake and 200 feet from shore were being worked on by Stanford-Butler, and would be distributed to marinas and gas docks and enforcement would begin heavily on Saturday and Sunday and be in place for the summer.

B. Clerk/Treasurer/Finance Director

C. DDA

D. OCSO (none included)

E. Fire (none included)

F. DPW

G. Water (none included)

H. Sewer (none included)

I. Minutes from Various Board & Committees

1. DDA 04/14/120

7. Old Business and Reports by the Village Council – No Old Business.

8. New Business and Reports by Village Council – No New Business.

9. Status Report: Village Attorney – No additions.

10. Statement of Citizens – There were no statements of citizens.

11. Adjournment

Motion by **Van Strate**, second from **TePastte**, Village Council adjourned the meeting at 7:12 p.m.

Yes: 7

No: 0

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk



Draft Minutes

Capital Improvement Plan Meeting

Tuesday, May 12, 2020

7:00 P.M.

Dial-in number: (571) 317-3122

Access Code: 319-834-773

Pursuant to Executive Order No. 2020 – 75, the Village of Spring Lake will conduct its business via conference call to mitigate the spread of COVID-19.

1. Call to Order

President **Powers** called the meeting called to order at 7:03 p.m.

2. **Present:** Council Members – Duer, Hanks, Miller Petrus, TePastte and Powers
Staff – Chris Burns (Village Manager), Wally Delamater (DPW Director),
Marv Hinga (Clerk/Treasurer), Kyle Botbyl (Public Utilities & Streets Superintendent),
Maryann Fonkert (Deputy Clerk).

Other Board Members – Darcy Dye (Parks & Rec), Lee Schuitema (Parks & Rec)

3. Capital Improvement Plan Discussion

Delamater shared several studies and plans that had been created and explained that planning was great, but without implementation, was a waste of money. **Delamater** shared the process he had gone through, working with the engineers, to set up a matrix, weighted it with questions by looking at every street and the projects that needed to be done, which were then rated numerically to prioritize. From there, because they could not take on all the highest priority projects at one time, they determined what priority areas could be combined to make smaller projects. **Delamater** said they gave the priority projects a time frame of 20 years, which was chosen because 20 years was the led service line replacement schedule by the State.

Delamater shared the prioritized project list #1 thru #20 with an estimated total cost of \$24,225,000.00. **Hinga** explained the options available to fund these projects which would be to borrow and the 2 most likely loan options were either a USDA loan that could be repaid back over 40 years at 2.25% interest rate or the State has a Drinking Water Revolving fund and a Sanitary Sewer Revolving fund but those need to be repaid in 20 years with the same 2.25% interest rate. **Hinga** reviewed the annual cost depending on amount borrowed, water/sewer budgeted revenues, revenue for debt services millage and estimated Village State Equalized Value (SEV). **Delamater** explained that for any of the bonds they decide to do, they will have to do a forecast model of how it will be paid back. **Delamater** explained that there were a couple of things that he would like to budget for in the 20/21 fiscal year which are not necessarily project. **Delamater** said that MDOT was going to resurface M-104 next year from

Fruitport Road up over bridge and he was concerned about some water service lines, primarily on the north side of the road, that used to go to building, but the building's were gone now and the services were shut off but the lines, some possibly older galvanized lines, were still connected to the mains and the best time to disconnect them would when the resurfacing takes place so they will have to work that out with MDOT. **Burns** added that, even though the list was prioritized, there had to be flexibility when other opportunities presented themselves so sometimes projects might get shifted up or down based on projects by others that they would need to take into consideration. **Delamater** said that these big-ticket items don't take away from the maintenance that needed to be done which will be added to the forecast model showing costs.

Botbyl explained that the water meters have a life cycle of 10 to 15 years so all the meters will eventually need to be changed out to a new type that are more accurate and have a 20-year life cycle. **Delamater** said they were losing revenue with the age of the current meters.

4. **Adjournment:** There being no further business to discuss, the meeting adjourned at 8:23 p.m.