



PARK TOWNSHIP
REGULAR BOARD MEETING

August 10, 2017

ART 1. CALL TO ORDER

Supervisor Jerry Hunsburger called to order the regular meeting of the Park Township Board held on August 10, 2017 at 6:30 p.m. at the Park Township Office, 52-152nd Ave., Holland, MI 49424.

Present were Supervisor Jerry Hunsburger, Clerk Skip Keeter, Treasurer Jan Steggerda, Trustees Dan DeLeeuw, George Jacob, Jim Gerard and Denise Nestel and Manager Howard Fink and Attorney Dan Martin.

ART 2. INVOCATION - Keeter

ART 3. PLEDGE OF ALLEGIANCE

ART 4. APPROVAL OF AGENDA (Additions to or Deletions from Agenda)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Jacob and supported by Keeter to approve the agenda. (7-0)

ART 5. APPROVAL OF CONSENT AGENDA

- a Approval of Minutes: June 8, 2017 (regular meeting); June 22, 2017 (special meeting)
- b Retroactive Approval of Accounts Payables 6/9/2017-7/13/2017
- c Payment of Bills for August

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Steggerda to approve the consent agenda. (7-0)

ART 6. PUBLIC COMMENT

Hunsburger opened the public comment period.

3 spoke at the public comment period.

Hunsburger closed the public comment period.

ART 7. DEPARTMENT REPORTS

- a Fire Department – Chief Gamby gave an update on the activities of the Fire Department for the month of June/July.
- b Sheriff's Office- Sergeant Converse gave an update on the activities of the Sheriff's office for the month of June/July.
- c Park Township Public Airport – Doug Formsma reported on the happenings at the airport.
- d Ottawa county Fairgrounds – Jeff Myaard reported on the happenings at the Fairgrounds.
- e Finance – no questions were asked from the Board regarding finance
- f Building and Zoning – no questions from the Board were asked regarding building and zoning

ART 8. AUDIT PRESENTATION

- a. Approval of the 2016/2017 Fiscal Year Audit Findings
Joe Kuiper, Kiekover, Scholma and Schumaker, gave the township a clean audit and would give the Township a grade of an A+ for overall fiscal health.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Gerard to accept the 2016-2017 Fiscal Year Audit as presented. (7-0)

ART 9. MANAGER'S EVALUATION

- a. Consideration of Recommendation on Compensation Change for Manager

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Gerard and supported by Keeter to approve an increase in the Manager's salary of \$3000 to begin immediately. (7-0)

ART 10. ACTION ITEMS

- a. West Michigan Airport Authority Resolution to Authorize Ballot Language for the November Election is as follows:

Airport Operating/Capital Millage Renewal

Park Township/West Michigan Airport Authority Millage

(This millage would renew for ten (10) years the previous .10 mill levy which expires on December 31, 2017 for the operation of the West Michigan Airport Authority). Shall the limitation on the amount of taxes which may be assessed against all non-exempt real and personal property (both homestead and non-homestead) within Park Township, Ottawa County, Michigan, be increased in the amount of .10 mills (\$.10 for each \$1,000 of taxable value), for a period of ten (10) years, beginning in the 2018 calendar year, and ending December 31, 2027, for the purposes of supporting the planning, promoting, acquiring, constructing, improving, enlarging, extending, owning, maintaining, and operating the landing/navigational and building facilities of the West Michigan Regional Airport by the West Michigan Airport Authority formed by a Resolution

and Agreement among the City of Holland, City of Zeeland, and Park Township?
If approved and levied in its entirety in the first calendar year of authorization,
this millage would raise an estimated \$_____.

YES

NO

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Steggerda to approve the resolution to authorize ballot language for the WMAA, and authorize the Clerk and Township Attorney to approve minor ballot language changes. (7-0)

***See Addendum A for revised ballot language.

- b. 160th Avenue Bike Path Bid Review and confirmation of Project Support
Fink recommends continued support of the project.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Jacob and supported by Keeter to support the continuation of the project as recommended by the Manager. (7-0)

- c. Keppel Forest Trail and Access Improvements Grant Resolution and Development Project Agreement
Fink stated the reason for the resolution and agreement.

Mike Smith – MC Smith – gave a brief overview of the project.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Jacob to approve the resolution and development project agreement as presented. (7-0)

- d. Winstrom Park Bid Approval
Fink stated an increase in the requested amount is from \$215,000 to \$240,000.

Smith gave an overview of the project.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Nestel to approve the bid for Winstrom Park improvements not to exceed number of \$240,000. (7-0)

- e. Ottawa County and Kent county Hazardous Mitigation Plan Review and Approval
Fink stated it is a required plan. It does include the Park Township plan approved a few months ago.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Jacob to accept the

Ottawa County and Kent County Hazardous Mitigation Plan as recommended by the Manager. (7-0)

- f. Lakeshore Drive Paved Shoulders Update and Vote
Hunsburger stated this is an intergovernmental process. The other communities linked to Lakeshore Drive have agreed to this plan except for Ottawa County.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Keeter to approve the Lakeshore Drive Paved Shoulders (additional 1 foot) with an appropriation out of the Capital Improvement budget for \$18,000 for the three years of 2018, 2020 and 2021, which would allow for a budget adjustment in this fiscal year if necessary as recommended by the Manager. (7-0)

- g. Disc Golf Course Review and Bid Approval
Fink presented the plan to the Board which includes two tees for each hole to provide for advanced and beginner players.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Gerard to approve the bid for the disc golf course for a not to exceed number of \$60,000. (7-0)

- h. Auction of Disc Golf Course Baskets
Hunsburger stated the Township is declaring the baskets obsolete in order to go through a formal process to auction the baskets for resale.

Fink identified the process the Township will follow for the auction.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Gerard and supported by Steggerda to declare the disc golf baskets obsolete and authorize the baskets go out for auction. (7-0)

- i. Brent Hoytenga Rezone Request Parcel 70-15-12-300-010 from R-4 to R-5
Hoytenga commented on the project and his frustration with the process.

Nestel, Planning Commission liaison, informed the Board the rezoning did not meet the required standards and was denied by the Planning Commission.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Steggerda to Support the Planning Commission recommendation to deny the rezoning request for parcel 70-15-12-300-010 from R-4 to R-5. (7-0)

- j. Timberline Acres North Final Plat Approval

Fink gave a background regarding this plat. He stated everything is in order and he recommends approval.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Gerard and supported by Jacob to approve the final plat for Timberline Acres North. (7-0)

- k. Wine and Cider Tent Applied for by Ottawa County Fairgrounds on behalf of the Found Cottage Mercantile Market
The Board received an overview of the request.

MOTION MADE; MOTION UNSUPPORTED; MOTION DENIED DUE TO A LACK OF A SECOND: a motion was made by Nestel and unsupported to approve the draft ordinance as presented. (7-0)

ART 11. MANAGER'S REPORT

Fink gave a report regarding the status of the Manager's Office.

ART 12. PUBLIC COMMENT PERIOD

Hunsburger opened the public comment period.

1 person spoke at the public comment period.

Hunsburger closed the public comment period.

ART 13. BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS

The Board reviewed meetings they attended throughout the month of June and July and gave updates on their respective departments.

ART 14. ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Nestel to adjourn at 8:26 P.M. (7-0)

Respectfully Submitted by Clerk Skip Keeter

Daniele Dykens

Recording Secretary

ADDENDUM A
As amended by Clerk Keeter and Township Counsel Martin
August 14, 2017

Airport Operating/Capital Millage Renewal and Increase

Park Township/West Michigan Airport Authority Millage

(This millage would renew for ten (10) years the previous .10 mill levy which expires on December 31, 2017, for the operation of the West Michigan Airport Authority).

Shall the expiring previously authorized taxes which may be assessed against all non-exempt real and personal property (both homestead and non-homestead) within Park Township, Ottawa County, Michigan, of .10 mills (\$.10 for each \$1,000 of taxable value), reduced to .0969 (\$.0969 for each \$1,000 of taxable value) by the required millage rollbacks, be renewed and increased up to the original voted .10 mills (\$.10 for each \$1,000 of taxable value) and levied for ten (10) years, beginning in the 2018 calendar year, and ending December 31, 2027, for the purposes of supporting the planning, promoting, acquiring, constructing, improving, enlarging, extending, owning, maintaining, and operating the landing/navigational and building facilities of the West Michigan Regional Airport by the West Michigan Airport Authority formed by a Resolution and Agreement among the City of Holland, City of Zeeland, and Park Township?

If approved and levied in its entirety in the first calendar year of authorization, this millage would raise an estimated \$101,636.

YES _____

NO _____