



PARK TOWNSHIP

REGULAR BOARD MEETING

September 14, 2017

ART 1. CALL TO ORDER

Supervisor Jerry Hunsburger called to order the regular meeting of the Park Township Board held on September 14, 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 - Nestel

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: August 10, 2017
- b Payment of Bills

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

ART 6. PUBLIC COMMENT

Hunsburger opened the public comment period.

2 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 August.
- b Sheriff's Office- the activities of the Sheriff's office for the month of August were provided in the form of a report.
- c Park Township Public Airport – no questions were asked regarding the happenings at the airport.
- d Ottawa county Fairgrounds – no questions were asked regarding 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. PUBLIC HEARINGS

- a. Truth in Taxation

Hunsburger explained the item.

Hunsburger opened the public hearing.

None spoke either for or against the item.

Hunsburger closed the public hearing.

- b. Benjamin's Hope PUD Amendment

Nestel, Planning commission liaison, commended staff for facilitating the process. She also stated that the Planning Commission recommended approval.

Hunsburger opened the public hearing.

None spoke either for or against the amendment

Hunsburger closed the public hearing.

ART 9. ACTION ITEMS

- a. Resolution to Set Millage Rates and Approve the L-4029

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Keeter and supported by Steggerda to set the millage rates and approve L-4029 as presented. (7-0)

- b. Consideration of Benjamin's Hope PUD Amendment

Fink stated the recommendation was unanimous at the Planning Commission level and he agrees with the recommendation.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Jacob and supported by Steggerda to approve Benjamin's Hope PUD Amendment. (7-0)

- c. Benjamin's Hope Request to Waive Planning Commission Application Fees

Fink stated this is a policy decision by the Board. The request is not unusual with regard to this type of facility in other communities.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Nestel and supported by Keeter to waive the Planning Commission application fees as requested in a September 7, 2017 letter. (7-0)

- d. Disc Golf Course

Fink stated a design change has occurred with regard to the south side of the course.

Bids have returned and they are over budget. He recommends the Board reject all of the current bids.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Jacob and supported by Keeter to reject the bids and authorize the Manager to work with other contractors to find lower costs not to exceed a total project cost of \$70,000. (7-0)

- e. Fire Department Automatic Aid Agreement

Fink stated the agreement is standard and he recommends approval.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Keeter and supported by Gerard to approve the mutual aid agreement with Port Sheldon Township. (7-0)

- f. Dissolution of Park-Holland Townships Water and Sewer Authority

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Gerard and supported by Steggerda to dissolve the Park-Holland Township Water and Sewer Authority. (7-0)

- g. Holland Area Center Dissolution

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Gerard and supported by Steggerda to dissolve the Holland Area Center Agreement between Holland Charter Township, Park Township and Holland City. (7-0)

- h. Keppel Park Bid Approval

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Nestel and supported by Keeter to approve the Keppel Park bid as described. (7-0)

- i. Charter Cable Franchise Fees

Hunsburger explained the fees.

The Board discussed the fees that have already been charged to subscribers and what to do with the additional revenue.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Gerard and supported by Keeter to approve the Charter Cable Franchise Fees at 5% and money received will go to the Capital Improvement Fund. (7-0)

Roll Call:

Yes: Jacob, Steggerda, DeLeeuw, Nestel, Gerard, Keeter and Hunsburger

No: none

- j. Amend Agreement on Fence Replacement  
Hunsburger explained the background regarding a fence that adjoins the bike path along 152nd Ave.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Keeter and supported by Steggerda to approve an amendment to the agreement between the homeowner and the Township and authorize payment to the homeowner of \$3000 on the condition the homeowner sign a waiver for any future claims. (7-0)

- k. Tornado Warning Sirens Proposal  
Hunsburger reminded the Board of their work session this summer where this item was introduced.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Gerard and supported by Keeter to install 2 tornado warning sirens with one servicing Holland State Park and one servicing Tunnel Park including an educational component with a not to exceed number of \$45,000. (7-0)

ART 10. DISCUSSION ITEMS

- a. Soccer Fields by Airport Property  
Fink gave a background on the item. The Board asked the Manager to have maintenance staff, stake out where a fence would be placed.

ART 12. MANAGER'S REPORT

Hunsburger opened the public comment period.

- a. Medallion's Along Ottawa Beach Road  
The Board has been offered a donation to place medallions on some lamp posts along the Ottawa Beach Gateway. The Manager has been able to get the signs significantly less expensive than previously quoted.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by Keeter and supported by Jacob to accept the donation with thanks and allow 6 medallions, two to be placed on each of 3 lamp posts. (7-0)

- b. IT Contract with Worksighted and Partnership with Ottawa County  
Fink discussed the contract currently held with Worksighted and the advantages of a partnership with Ottawa County. His intent is to transition IT support to Ottawa County.
- c. Community Garden Relocation  
Fink reviewed the plan and the costs associated with moving the garden.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** a motion was made by DeLeeuw and supported by Nestel to approve the relocation of the Community Garden with a not to exceed cost of \$10,000. (6-1 Gerard)

- d. Electronic Card Readers/Board Room Policy  
Fink informed the Board of the capabilities of the new card readers and discussed the rental policy for the Board room.
- e. Disc Golf Course (update)  
Fink updated the Board on the progress of the disc golf course and the changes made recently to the layout. He also commended the maintenance staff and Shore Acres Disc golf Club on their willingness to help with the construction process to keep costs low.

Hunsburger reminded the Board that the park is owned by the Township, and the final use of the property will be decided by the Board of Trustees. Hunsburger complimented the Manager on a creative solution to accommodate neighbors in the area.

- f. Additional Staffing at Front Desk  
Fink stated additional staff is needed at the Front Desk mostly during peak hours.

ART 13. PUBLIC COMMENT  
Hunsburger opened the public comment period.

1 person spoke at the public comment period

Hunsburger closed the public comment period

ART 14. BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS  
The Board reviewed meetings they attended throughout the month of August and gave updates on their respective departments.

ART 15. ADJOURN  
**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Steggerda to adjourn at 8:40 P.M. (7-0)

Respectfully Submitted by Clerk Skip Keeter  
Daniele Dykens  
Recording Secretary