



PARK TOWNSHIP

REGULAR BOARD MEETING

October 12, 2017

ART 1. CALL TO ORDER

Supervisor Jerry Hunsburger called to order the regular meeting of the Park Township Board held on October 12, 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, Trustees George Jacob, Jim Gerard and Denise Nestel and Manager Howard Fink and Attorney Dan Martin.

Absent with Notice – Treasurer Steggerda and Trustee DeLeeuw

ART 2. INVOCATION - Gerard

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 Gerard to approve the agenda. (5-0)

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 Keeter and supported by Nestel to approve the consent agenda. (5-0)

ART 6. PUBLIC COMMENT

Hunsburger opened the public comment period.
24 spoke at the public comment period.
Hunsburger closed the public comment period.

Hunsburger stated the non-renewal of the contract for Sky dive Holland is not an agenda item. It was an administrative decision made by the Manager. He

stated the current Board is supportive of the airport. The business is not consistent with the vision the Township has for our airport.

ART 7. DEPARTMENT REPORTS

- a Fire Department – Chief Gamby gave an update on the activities of the Fire Department for the month of September.
- b Sheriff's Office- the activities of the Sheriff's office for the month of September were provided in the form of a report.
- c Park Township Public Airport – Formsma said there was a fly-in scheduled for Saturday along with a pancake breakfast.
- 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. PRESENTATION

- a. Ottawa County Centennial Plaza Area Concept at Historic Ottawa Beach
John Schultz, Ottawa County Parks and Recreation Director, presented the concept plan and took questions regarding the plan from the Board.

ART 9. ACTION ITEMS

- a. Consider Cost Share with Ottawa County Parks & Recreation Commission and Memorandum of Agreement

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Jacob to approve the Memorandum of Agreement as presented, contingent upon both grants applied for by Ottawa County and the Township are awarded by the State of Michigan. (5-0)

- b. Planning Commission Appointment
Hunsburger presented his recommendation to the Planning Commission to fill an unexpired term.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Nestel to regretfully accept the resignation of Commissioner Eric DeBoer and appoint Terry DeHaan to the Planning Commission to fill the remainder of DeBoer's term set to expire on May 31, 2019. (5-0)

- c. Consider Parks Millage Renewal for Upcoming 2018 Election
Fink stated there is a need to help fund the Parks and Recreation Millage for another ten year term at .5 mills.

The Board discussed millage rates and Election Dates for the possible renewal. The Board agreed ballot language will come back to the Board for approval.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Keeter and supported by Gerard to consider parks millage for placement on the August 2018 ballot. (5-0)

- d. Parks and Recreation Asset Management Plan Proposal
Fink reviewed the proposal with the Board and asked them to consider approving it to get a better idea of what assets we have within our parks system.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Gerard to approve the Capital Improvement Plan from Prein and Newhof at a not to exceed number of \$23,000. (5-0)

- e. Health Insurance, Dental and Vision Renewal
Fink updated the Board on the renewal numbers and staff will be taking on the additional costs of the increase in health insurance.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Jacob and supported by Nestel to approve the health insurance renewal as recommended by the Manager. (5-0)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Jacob to approve the vision and dental renewal as recommended by the Manager. (5-0)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Keeter to approve payment into employee health savings accounts two times per year instead of three. (5-0)

- f. 144th Water Main Project

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Keeter to approve the 144th Street water main project. (5-0)

- g. Final Preliminary Plat Approval for Timberline West 5 & 6.
The Board discussed the plat and where it is in the approval process.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Gerard to approve the final preliminary plat approval for Timberline 5 as recommended by the Planning Commission with the condition that no building permits be issued until final approval of the drainage on the property is approved by the MDNR, Ottawa County Water Resources Commissioner and our engineer. (5-0)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Keeter to approve the final preliminary plat approval for Timberline 6 as recommended by the Planning Commission with the condition that no building permits be issued until final approval of the drainage on the property is approved by the MDNR, Ottawa County Water Resources Commissioner and our engineer. (5-0)

- h. Coordinated Design and Pre-Authorized Benches for Donations and Installations in all Parks

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Nestel and supported by Keeter to approve the bench donation program as presented. (5-0)

- i. Rapid Flashing Beacons for Ottawa Beach Rd.
Fink explained crosswalks were recommended in the 2014 Traffic Study prepared for Ottawa Beach Road, and the need for attention-compelling devices to protect pedestrians in the high traffic area.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: a motion was made by Gerard and supported by Keeter to approve the contract with Prein and Newhof, with a not to exceed amount for phase 1 of \$3200 and not to exceed for phase 2 of \$25,000, and present the plan to the Ottawa County Road Commission for approval. (4-1 Gerard)

ART 10. DISCUSSION ITEMS

ART 11. MANAGER'S REPORT

The Manager updated the Board on the items he is working on.

ART 12. PUBLIC COMMENT

Hunsburger opened the public comment period.
5 people spoke at the public comment period.
Hunsburger closed the public comment period.

ART 13. CLOSED SESSION: To consider material exempt from discussion or disclosure by state or federal statute, pursuant to MCL 15.268(8)(h)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Gerard to move to Closed Session to consider a letter from the township attorney subject to the attorney-client privilege, which is exempt from disclosure under section 13(1)(g). (5-0)

Roll Call Vote:

Yes: Nestel, Gerard, Hunsburger, Keeter and Jacob

No: none

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Nestel to move back into open session. (5-0)

ART 14. POSSIBLE ACTION: on Matters as Discussed in Closed Session
No action taken.

ART 15 BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS
The Board reviewed meetings they attended throughout the month of September and gave updates on their respective departments.

ART 14. ADJOURN
MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Nestel and supported by Keeter to adjourn at 9:21 P.M. (5-0)

Respectfully Submitted by Clerk Skip Keeter
Daniele Dykens
Recording Secretary