



**PARK TOWNSHIP**

**REGULAR BOARD MEETING**

**March 11, 2021**

**(as amended March 24, 2021)**

**ART 1. CALL TO ORDER**

Supervisor Gerard called to order the regular meeting of the Park Township Board held on March 11, 2021 at 6: 30 p.m. via ZOOM meeting Webinar ID: 827 3072 9092 / Passcode: 309336 /.

Present were Supervisor Jim Gerard, Clerk Skip Keeter, Treasurer Jan Steggerda and Trustees Terry DeHaan, Jeff Hoekstra, Loran Serne and Steve Spoelhof and Manager Howard Fink. Also attending was Township Attorney Dan Martin.

**ART 2. INVOCATION -**

**ART 3. PLEDGE OF ALLEGIANCE**

**ART 4. APPROVAL OF AGENDA (Additions to or Deletions from Agenda)  
Gerard asked to add item 11k Covenant Development Tree Request.**

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

**ART 5. APPROVAL OF CONSENT AGENDA**

- a Approval of Minutes: February 22, 2021 Special Board Meeting
- b Payment of Bills

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

**ART. 6 PUBLIC COMMENT**

Gerard opened the public comment period at 6:34pm:  
None spoke at the public comment period.

Gerard closed the public comment period at 6:35pm.

**ART 7. DEPARTMENT REPORTS (included in packet)**

- a Fire Department – no questions from the Board
- b Sheriff's Office- no questions from the Board
- c Ottawa County Fair – no questions from the Board
- d Finance – no questions from the Board
- e Building and Zoning – no questions from the Board
- f Recreation – no questions from the Board

**ART 8. Presentation**

**a. Outdoor Discovery Center – Education Campus**

Travis Williams gave a brief presentation on the preschools conducted through Outdoor Discovery Center. He also informed the Board of the possible plans for a Little Hawks preschool proposed on 152<sup>nd</sup> Ave. near the Park Township Offices.

Gerard clarified cars entering the property are entering off 152<sup>nd</sup> Ave. Williams confirmed that was the case.

The Board asked questions of Mr. Williams regarding the project.

**ART. 9 DISCUSSION ITEMS**

**a. Social Media and how it affects the perception of Park Township's governance**

Gerard addressed the social media situation and postings by Trustee Hoekstra.

**b. Community Services Contracts**

Gerard informed the Board the Civil Air Patrol should be taken off the Community Service Contract list.

**ART. 10 PUBLIC HEARING**

**a. FY2021-2022 BUDGET**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by DeHaan to open the public hearing regarding the FY2021-2022 Budget. (7-0)

None spoke at the public hearing

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to close the public hearing. (7-0)

**b. MACATAWA LEGENDS PUD AMENDMENT**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by DeHaan to open the public hearing regarding the Macatawa Legends PUD Amendment (7-0)

None spoke at the public hearing

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to close the public hearing. (7-0)

**ART. 11 ACTION ITEMS**

**a. FY 2020-2021 Budget Adjustments**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Steggerda to approve the 2021-2022 Budget Adjustments as presented. (6-1 Hoekstra)

**b. FY 2021-2022 Budget**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by DeHaan to accept the 2021-2022 Budget with the tax rate as presented. (7-0)

**c. FY 2021-2022 Fee/Rate Schedule**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Keeter to accept the 2021-2022 Fee/Rate Schedule as presented. (7-0)

**d. FY 2021-2022 Salary Schedule**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by DeHaan to accept the 2021-2022 Salary Schedule as presented. (7-0)

**e. Approval of Macatawa Legends PUD Amendment**

Planner Greg Ransford – Fresh Coast Planning, gave the Board an overview of the plan. The proposal is amending the PUD from its original approval in 2004.

Developer Mike McGraw supported the comments of Mr. Ransford.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Steggerda to approve the Macatawa Legends PUD Amendment as presented and recommended by the Planning Commission. (7-0)

**f. Resolution Petitioning DNR for Permanent No Wake Restrictions**

Fink explained the process of the petition through the State of Michigan.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Serne to approve the resolution petitioning the DNR for Permanent No Wake Restrictions as proposed which are the current temporary restrictions. (7-0)

**g. Review McKenna's Proposed Airport Process Prior to Contract Authorization**

Christopher Khorey – McKenna – joined the meeting.

All areas where the contract refers to small group of township leaders, will be changed to the "Board of Trustees" (in specific pages 155, 156 & 157).

Gerard clarified the engagement booths need to include north and south side locations.

Pages 155, 156 & 157 small group workshop are expressed in phase 2 and Khorey stated they will add small group workshops to the other phases as well.

Hoekstra confirmed with Khorey the \$45,000 budget would be sufficient.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Keeter to approve the contract as presented with the revisions as discussed. (7-0)

**h. Representative for Holland Aquatic Center**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Hoekstra and supported by Spoelhof to appoint Steve Sisson as the Park Township Representative on the Holland Aquatic Center Board for a 4 year term ending in March of 2025. (7-0)

**i. Videotaping of Board Meetings**

Keeter stated he is in favor of producing digital recordings of the meetings and getting the equipment to make it happen relatively quickly. The Board concurred.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by Keeter to ask the Manager to return to the Board next month with recommendations for digital recording and storage recommendations. (7-0)

**j. Grant Opportunities**

Fink asked the Board if they would support the fitness trail south of the dog park and the Fitness Court along the Ottawa Beach Road corridor.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to pursue the fitness trail grant at the fairgrounds. (4-3 Hoekstra, Spoelhof, Gerard)

Roll Call:

Yes: Steggerda, DeHaan, Serne, Keeter

No: Hoekstra, Spoelhof, Gerard

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Steggerda to apply for the National Fitness Campaign grant for the fitness court. (5-2)

**Roll Call**

Yes: DeHaan, Serne, Spoelhof, Steggerda, Keeter

No: Hoekstra, Gerard

**k. Covenant Tree Request**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Hoekstra to approve the removal of the tree closest to the clubhouse; however, request the developer get a second opinion from a second arborist from a list provided by the Manager with a preference to a local arborist and submit the findings to the Township. If the second opinion comes back in agreement with the first opinion the 3 trees in front of the homes can be removed, if the second opinion contradicts the first opinion, already secured by the developer, the trees remain. The developer will cover the cost of the second arborist. (7-0)

**ART. 12      MANAGER'S REPORT**

**ART. 13      PUBLIC COMMENT**

Gerard opened the public comment period at 9:53pm

None spoke at the public comment period

Gerard closed the public comment period at 9:53pm

**ART. 14      BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS**

The Board made comments regarding their thoughts and any committee meetings each attended through the previous month.

The Board had a discussion about the chamber providing a letter dated Thursday, January 21, 2021 to the board whereby the chamber denied the request for reimbursement for the \$20,000 runway removal.

**ART. 15      REMINDER DATES**

- a. April 8, 2021 – Regular Board Meeting 6:30p.m.
- b. April 29, 2021

**ART. 15      ADJOURN**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Hoekstra and supported by Keeter to adjourn at 9:57pm. (7-0)

Respectfully Submitted by Clerk Skip Keeter  
Daniele Dykens  
Recording Secretary