



PARK TOWNSHIP

REGULAR BOARD MEETING

JUNE 10, 2021

**ART 1. CALL TO ORDER**

Supervisor Gerard called to order the regular meeting of the Park Township Board held on June 10, 2021 at 6:40 p.m. at the Park Township Office, 52-152nd Ave., Holland, MI 49424.

Present were Supervisor Jim Gerard, Clerk Skip Keeter, Treasurer Steggerda and Trustees Terry DeHaan, Jeff Hoekstra, Loran Serne and Steve Spoelhof  
**and Manager Howard Fink and Legal Counsel Dan Martin**

**ART 2. INVOCATION** - Spoelhof

**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 Keeter and supported by Steggerda to approve the agenda as presented. (7-0)

**ART 5. APPROVAL OF CONSENT AGENDA**

- a Approval of Minutes: May 13, 2021 Regular 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** (6:33pm)

Gerard opened the public comment period:  
5 people spoke at the public comment period.  
Gerard closed the public comment period.

**ART 7. DEPARTMENT REPORTS**

- a. Fire Department
- b. Sheriff's Office
- c. Finance
- d. Building and Zoning
- e. Recreation

**ART 8. ACTION ITEMS**

- a. Grand Valley State University Filming Request  
Filming would be between 10am and 8pm. Parking for cast and crew will be at the Airport property and the Township Hall. The crew will not be able to park at Cooper-VanWieren Park. The parks will not need to be closed.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to approve the Grand Valley State University filming request as presented contingent on the contract being approved by the Manager and Township Attorney and an insurance certificate naming Park Township as secondary insured. (7-0)

- b. Fishbeck Drainage Proposal  
Proposal to review 160<sup>th</sup> Ave bike path engineering.

Trustee Serne disclosed he is related to Mr. Turkstra (a neighbor along the 160<sup>th</sup> Ave. bike path). The Township Attorney advised it is not a legal conflict of interest and Serne may vote on the topic.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Hoekstra to approve the Fishbeck drainage proposal as presented with a not to exceed budget of \$17,500. (6-1 DeHaan)

**Roll Call:**

Yes: Serne, Hoekstra, Spoelhof, Steggerda, Keeter, Gerard

No: DeHaan

- c. Crack Sealing Bid

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Steggerda to approve the bike path crack sealing bid as presented. (7-0)

- d. Fire Prevention and Protection Ordinance Amendment  
Chief Gamby presented information on the amendment and the history of the Fire Prevention Ordinance.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Keeter to approve the

Fire Prevention and Protection Ordinance Amendment as recommended by Fire Chief Gamby. (7-0)

- e. Cable Franchise Agreement Approval - AcenTek

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to approve the cable franchise agreement with AcenTek as presented. (7-0)

- f. Policy Decisions on Meeting Recordings

- 1) Time Duration Video Recording
- 2) Does the Board Action Apply to the P.C. and/or ZBA

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by DeHaan and supported by Steggerda to retain digital recordings of meetings for 1 year and the retention period would apply to the ZBA and Planning Commission. (6-1 Hoekstra)

- g. Additional Vacation Request for Assistant Assessor

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by DeHaan to approve the additional vacation request for the Assistant Assessor candidate as recommended by the Manager and Assessor. (7-0)

## **ART 9 . DISCUSSION ITEMS AND POSSIBLE ACTION**

- a. Master Plan

DeHaan, liaison to the Planning Commission, introduced the item and gave the thoughts of the Planning Commission on its revision. Gerard stated according to Planner Ransford, the final draft should be ready in late 2022.

- b. Short Term Rental Legislation

DeHaan, gave an update on the process the Planning Commission has made regarding short term rentals. He asked the board to support or oppose current legislation regarding short term rentals.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Spoelhof and supported by Steggerda to ask the Manager and Supervisor to draft a resolution in opposition to both the House and Senate bills currently in the Michigan Legislature regarding short term rentals. (7-0)

- c. Boat Rental Licensing Ordinance

Martin explained the legal term of grandfathering of a use or building ordinance. Martin recommended licensing as a way to regulate this type of business in Park Township.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by DeHaan to request that the Manager and Township Attorney draft a licensing ordinance and bring it back to the board for review at the July meeting. (7-0)

The Board asked the Fire Chief to revisit the conversation with the Fire Marshall regarding fueling operations at Holland Water Sports-1810 Ottawa Beach Rd.

- d. Cooper-VanWieren Park Hours  
Steggerda requested the item and briefed the Board on the situation.

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Steggerda and supported by Hoekstra to change the hours at Cooper-VanWieren from 7am to dusk. (7-0)

**ART 10. MANAGER'S REPORT**

The Manager updated the Board on the items his office has been working on since the May meeting.

**ART 11. PUBLIC COMMENT (8:43pm)**

Gerard opened the public comment period:  
1 person spoke at the public comment period.  
Gerard closed the public comment period.

**ART 12. BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS**

Board members commented on the activities of community committees to which they are assigned:

- a) West Michigan Regional Airport
- b) Ottawa County Fair Board

Martin briefed the Board regarding a traffic ticket given to someone within Park Township. He indicated it is someone with which the Board has other legal issues pending. The Board unanimously agreed to Counsel Martin using his prosecutorial discretion in the matter.

**ART 13. ANNOUNCEMENTS**

**ART 14. REMINDER DATES**

- a. June 28, 2021 – Board Strategic Planning Session @ 5:30 p.m.
- b. July 8, 2021 – Regular Board Meeting

**ART 15. ADJOURN**

**MOTION MADE; MOTION SUPPORTED; MOTION CARRIED:** A motion was made by Keeter and supported by Steggerda to adjourn at 9:02pm. (7-0)

Respectfully Submitted by Clerk Skip Keeter  
Daniele Dykens, Recording Secretary