



# Park Township

From the Desk of Howard Fink,

Township Manager

7/24/2020

Hi Everyone. Attached is this week's management report. As always, please let me know if there is anything I have missed.

## **Water Utility**

Our water utility transition is coming to an end. We are working on an outstanding billing item for our last quarterly invoices. Our meters were read by Holland Charter Township over approximately a one week cycle. While your bill reflects a full quarter, the last week of that quarter is actually billed on the next quarterly cycle. Given that we don't have another quarterly bill, this becomes challenging. We also have to pay for that water, and without revenue to match it, we could be in a negative situation.

We are working with BPW to estimate the water usage for that period of time with appropriate assumptions. We will then perform a true up at the end of the year.

## **Drainage**

Most of the efforts regarding drainage that we set upon have come to a standstill due to COVID. We have all the information ready for the Algonquin and Iroquois areas for a community meeting, but won't be able to do so until social distancing restrictions are lifted.

I have followed up with the Ottawa County Drain office regarding Elderwood Avenue. They agreed to install ground water monitoring wells in the subdivisions following our community meeting. Due to Covid, they have been unable to do so. I have instructed Prein and Newhof to have the wells installed so that we can continue our analysis on this issue. Once those come back, we will have more clarity on how to proceed.

## **Parks**

Parks construction is in full swing. The tot lot is mostly installed at Winstrom and waiting for the rubber, poured in place material. Monday the contractor will continue on the Parking lot at Cooper Van Wieren.

Shrub / tree clearing has begun on the south side Kayak Park, and as expected, we have received calls on what is occurring. We will be installing a sign showing our plans for the park so that residents are aware of what is occurring.

We have had a few complaints on the trees being removed. The pine trees along the road were visually unattractive and did not look healthy. Most of the site was brush along both fence lines that was scheduled to be removed. We have preserved the large tree in the middle of the property as well as a few smaller ones along the edges. I have fielded some calls on this regard, and those who I have spoken with seem happy with the work we are doing.

Last week, all day Friday, I was busy working on redesigning the parking and approach layout for the Kayak Park. The design had the approach / ingress beginning at the neighbor's drive way, thus removing a significant portion of their front yard. We were able to convince the road commission to allow the driveway approach to begin at the property line thus providing a buffer between the resident and the new park. While this does not sound like much, it required all hands on deck. We met on site with Matt Levandoski, myself, the engineer from road commission and the homeowner to make sure everyone's needs were met. The road commission was very reasonable and willing to work within the confines of the site / project.

## **Airport**

All of the pilots have vacated the airport. We are on schedule to vacate the runway on August 15<sup>th</sup>, with the runway being removed shortly thereafter. An analysis has been completed on the hangars and I will be presenting that to the board in a more comprehensive way in the next week or two. I do plan to have that as an agenda item at our next board meeting.

## **Upcoming Board Meeting**

At the most recent board meeting, there was substantial concerns on how loud the audio feed was via the zoom broadcast. Moving forward, I will use a conference phone for board members who wish to call in for the meeting. If we want to have zoom in the manner that we did last week, and have better control over the audio / visual

component, the board needs to make that choice clear to me and I will invest in the technology / expertise to make it happen.

## **No Wake**

I spoke with the Department Secretary as of 1:00 pm this afternoon. She expects us to hear something within a week or two, but does not have any additional information beyond that. She assured me that the department is working on it. I do not have any information as to why the delay and what issues are being debated.

## **Haunted House**

As of this afternoon, internal demolition has begun on the “haunted house”. A construction dumpster is on site and the grass is mowed and brush removed. While it is still not a sightly looking structure, progress is occurring. I will keep you all posted on the house’s progress.

## **State Park / Pier Safety**

Our next safety meeting for the State Park is coming up this Monday at 9:00 am. The township is going to help coordinate marketing efforts to designing a flier / tee shirt for red flag days as an additional safety precaution / education effort at the Park.

We also received a very reasonable quote (less than \$1000) for instillation and fabrication of a gate at the State Park / pier area. Unless there are any objections, I would like to offer that the Township pay for this to be done, to ensure it is done timely. Please let me know if you have any issues with that expenditure.

We have done additional research into wave breaks to cut down on Rip Tide conditions. Such a measure is more costly and will required multi-jurisdictional effort. We are going to present our findings on Monday and see how the group reacts.

## **Road Safety Measures / Issues**

Multiple items are ongoing. I forwarded to you a thread from the Ottawa County Road Commission regarding speed limits on Ottawa Beach Road. The State Police has come back and indicated that their hands are tied with regard to the state law of the 85<sup>th</sup> percentile. I also contacted Jim Lilly personally. He indicated that other legislators have tried to advance this issue previously, without success. There is a general concern that

unless the speed limits are tied to a state standard, there will be too much artificial manipulation at the local levels. Unfortunately, at this time, unless a speed study comes back with a lower recommendation, there is nothing we can do.

We have begun the conversation with the road commission on their willingness to look at a Stop Light at 160<sup>th</sup> and Ottawa Beach Road, in addition to a rapid flashing beacon device near Tunnel Park.

Lastly, we recently had the road commission install an advanced warning sign for James Street after a resident had been requesting it for years. Ultimately, the road commission will install these, but they are at our cost (a few hundred dollars). We have now received a request for Riley Street. Unless there are any objections, I will ask the road commission to install one for Riley Street as well, as the traffic is quite fast along that road and people often miss their desired turn. It's a low cost, non-intrusive method to add visibility for street locations.

### **Anchorage Marina / Boat Rental Business**

We have received a number of calls from residents / interested parties regarding the lack of parking at the Boat Rental Business. I have been in touch with Jerry Hunsburger, Emma, Dan Martin, etc. Our ordinances are not clear on this issue. If the board wishes to enforce / look at methods to address this issue, my best advice would be to have a conversation Mr. Martin on how best to address this issue.

### **Buoys**

As far as I know, all the buoys are in the lake and in their correct positions. Last week, we asked Lance to move the buoys in the Narrows so they were all in a straight line. While this was due to DK putting in extra Buoys in the wrong location, I did not feel it appropriate to wait for the city of Holland/ DK to resolve the issue. I asked Lance to move the buoys so that they were finally in the correct location. We did not do a decent job of getting the buoys in this year. I will work on rectifying that for next year.

### **Transportation**

Jerry and I had a productive conversation with Dean Transportation. We are waiting on a proposal from them. I have also spoken with Elisa Hoekwater at the MAX. Our contract is up at the end of the month. The MAX is going to extend the contract for an additional three months, to give us additional time to determine which direction we are headed. It's hard to advise and or even analyze any options, as I do not have a

proposal yet from Dean Transportation. Once that is received, this will become a significant topic for the Board.

### **Tree Preservation**

I have been involved with the tree preservation committee at the Planning Commission level. While we had not met in some time (due to COVID and the P.C. development schedule) the ordinance was brought to the attention of the P.C. at their last meeting. I pointed out that the existing ordinance did not permit an existing home owner from cutting down a tree in their front or rear yard. The P.C. debated, postponed the ordinance and referred it back to committee. The committee met again early this week, refined the ordinance and softened its approach. It will return to the P.C. for another public hearing prior to coming to the board.

### **Ottawa Beach NHP Public Hearing**

As you may already know, the P.C. is holding a public hearing for the Ottawa Beach NHP area on August 1<sup>st</sup>. This will be held in a tent outside the Township hall due to social distancing measures. Hopefully, this will be coming to the board soon for final approval.

### **Evaluations**

Employee evaluations are ongoing. I am 50 / 75% completed. They will be wrapped up next week. Merit based raises will go into effect retroactive to June 1 (or thereabouts – depending on payroll timing). No increases will be over any budgeted amount. We are sticking to the salary survey designed in determining increases.

### **Building Department**

Chad is on vacation for the next two weeks. Other area inspectors will cover for him during his time off. So you all know, this is done as a “favor” – the inspectors cover for each other around the Ottawa county area during vacations.

## **Jet Memorial**

Today and/or Monday at the latest, we will have solar lights installed on the Jet Memorial. They are temporary until we are able to put in wired lights. We're going to need the light intensity as the flag poles are quite tall. We expect to have the permanent wired lights in next week.

## **Road Paving**

Road paving bids came back for 2020. Bid came in \$50,000.00 less than estimate. Obviously, we will take all the roads scheduled in the primary bid. I will likely have Creek Edge Drive done additionally, if resources permit. I will make a final call on Monday when Connie is back to check on our funds available.