



PARK TOWNSHIP
REGULAR BOARD MEETING
DECEMBER 10, 2020

ART 1. CALL TO ORDER

Supervisor Gerard called to order the regular meeting of the Park Township Board held on December 10, 2020 at 6:30 p.m. via ZOOM meeting <https://us02web.zoom.us/j/87063923610?pwd=bEcrYjVsNXdoSG5vOVJRc25kWWIVdz09>.

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 - Keeter

ART 3. PLEDGE OF ALLEGIANCE – not recited due to meeting via ZOOM

ART 4. APPROVAL OF AGENDA (Additions to or Deletions from Agenda)

Gerard requested an addition of Item 8e to add Trustee Spoelhof to the MACC Community Enhancement Program

Fink asked to remove Item 8b the Holland State Park MOU

Fink also asked to add in its place Item 8b a blanket waiver of certain attorney client privilege items relating to the airport property, the Michigan West Coast Chamber of Commerce and the Quit claim Deed regarding the property.

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

ART 5. APPROVAL OF CONSENT AGENDA

- a Approval of Minutes: November 12, 2020
- b Payment of Bills

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Spoelhof and supported by Keeter to approve the consent agenda with a change to the November 12, 2020 minutes as requested. (7-0)

ART. 6 PUBLIC COMMENT

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

ART 7. DEPARTMENT REPORTS (included in packet)

- a Fire Department – no questions from the Board
- b Sheriff's Office- no questions 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. ACTION ITEMS

a. Rules of Order for the Board of Trustees

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Hoekstra to approve the Rules of Order for the Board of Trustees as presented. (7-0)

**b. ~~Holland State Park MOU for Security Gate~~
Blanket Waiver of Attorney Client Privilege Items Relating to the Park Township Airport, West Michigan West Coast Chamber of Commerce and the Quit Claim Deed regarding the property**

Fink explained the reason for requesting the waiver and the process he takes in retrieving the files requested.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Steggerda and supported by Keeter to approve the waiver of the documents as outlined by Manager Fink. (7-0)

c. Public Comment Policy

Gerard asked the Board for input on their thoughts about keeping the public comment policy the same as was in the past.

The Board gave consensus to keep the Public Comment sections of the Board meeting as they have been.

d. 2021 Board of Trustees Meeting Schedule

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Steggerda and supported by Serne to approve the Board of Trustees Meeting Schedule for 2021 as presented. (7-0)

e. Board/Committee Appointments

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by DeHaan and supported by Hoekstra to approve the Board/Committee Appointments as presented. (7-0)

f. PTO Carry Over

Fink explained the request to carry over 2 weeks of PTO for up to 6 months into 2021.

MOTION MADE; MOTION UNSUPPORTED; MOTION DEFEATED: A motion was made by DeHaan and unsupported to approve the carry-over of up to two weeks (10 days) of PTO for up to 6 months into 2021.

g. MAX Transit Contract

Gerard introduced the item and identified a few highlights.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Hoekstra to approve the MAX Transit contract as presented. (7-0)

Roll Call Vote:

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

No: none

h. Budget Amendment Resolution

Fink introduced the item and explained the reason for the adjustments.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Steggerda and supported by Spoelhof to approve the Budget Amendment Resolution as recommended by the Manager. (7-0)

i. Bank Depositories

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Steggerda and supported by Keeter to adopt the resolution of the list of banking depositories for 2021. (7-0)

Spoelhof stated the Chemical Bank is now CCF. Steggerda stated the name on the list will be changed.

Roll Call Vote:

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

No: none

j. Board of Review Appointments

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

recommendations for Board of Review members for the term of 2 years (December 31 2022). ~~(6-1 Serne)~~ (7-0)

k. Release the Client Confidential Privilege for the 10 Acres Property Legal Opinion

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Spoelhof to release the legal opinion from Varnum, Riddering & Schmidt – Bob Buchanan. (7-0)

ART 9. DISCUSSION ITEMS

a. 10 Acre Property Legal Opinion

Mr. Buchanan – Varnum, Riddering & Schmidt gave an overview of his legal opinion.

The Board discussed at length their options with regard to the property.

1. Possible Action Item Based on Board's Discussion

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by DeHaan to sign the Quit Claim Deed and show our enthusiastic support for the Outdoor Discovery Center plan for the Little Hawks Preschool. (5-2 Hoekstra, Serne)

Roll Call Vote:

Yes: DeHaan, Spoelhof, Steggerda, Keeter, Gerard

No: Hoekstra, Serne

Gerard suggested if the Chamber does not agree on moving forward with their plan, he would come back to the Board and look for direction on the 10 acres.

b. Master Plan

Gerard wanted to let the Board know an update of the Master Plan will be needed in 2022. He encouraged the Board to review the current Master Plan and be prepared for the process coming in the months ahead.

DeHaan, stated the Planning Commission is outlining the process and time frame by the Planning Commission to update the Master Plan. He will bring the information back to the Board at the January or February meeting.

c. Public Input Process on Former Airport Property

Gerard stated he would prefer not to have a committee appointed to this process but have the entire Board involved. He does not expect it will be a quick process but may take a year or more.

The Board discussed ideas on how to open communication lines with the public regarding getting input on the property. Gerard would like to see a formal process developed by the Board.

Gerard asked the Manager and Planner to develop charges as to what the Board wants to accomplish with regard to the public input.

Fink will also look into the process in the City of Holland regarding Window on the Waterfront and who assisted in that process.

ART 10. MANAGER'S REPORT

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by DeHaan to move the Board Comments to Item 11 and Public Comment to Item 12 due to the possible complications with the ZOOM platform for opening up the meeting to public comment. (7-0)

ART. 11 BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS

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

Gerard stated Board orientation will be in January and asked Board members to forward available dates to Administrative Assistant Julie Northrup to schedule the meeting.

ART 12. PUBLIC COMMENT

Gerard opened the public comment period:
4 spoke at the public comment period.
Gerard closed the public comment period

ART 13. REMINDER DATES

- a. December 28 – Strategic Planning Session

ART 14. ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by DeHaan to adjourn at 8:55pm. (7-0)

Respectfully Submitted by Clerk Skip Keeter
Daniele Dykens
Recording Secretary