



PARK TOWNSHIP

REGULAR BOARD MEETING

February 11, 2021

ART 1. CALL TO ORDER

Supervisor Gerard called to order the regular meeting of the Park Township Board held on February 11, 2021 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 - Fink

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

ART 5. APPROVAL OF CONSENT AGENDA

- a Approval of Minutes: January 14, 2021 Regular Board Meeting
- b Payment of Bills

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Hoekstra to approve the consent agenda with the change to Article 12 in the January 14, 2021 minutes. (7-0)

ART. 6 PUBLIC COMMENT

Gerard opened the public comment period at 6:34pm:
6 people spoke at the public comment period.
Gerard closed the public comment period at 6:59pm.

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. DISCUSSION ITEMS

a. Memorandum of Understanding – Pier Gate

Gerard opened the discussion regarding the Memorandum of Understanding with the State of Michigan. There are some liability issues if the Township takes on the responsibility of opening and closing the gate as deemed by the weather.

Representatives of the Parks and Recreation Division of the DNR spoke and reminded the Board that the DNR has jurisdiction over the gate May 1 through October 1.

Ottawa County Sheriff Steve Kempker addressed the Board and shared the Sheriff Department's commitment to pier safety.

No action was taken by the Board.

b. Recognition of Bike Path Visionary

Spoelhof introduced the item in recognition of former Supervisor Jay VanWieren. He asked the Manager to investigate the history of the bike path system and recommendations to honor Mr. VanWieren for his work.

ART 9. ACTION ITEMS

a. Visioning Process for the Former Airport Property

Fink introduced two planning companies which have demonstrated their ability to complete the task of organizing public input for future uses of the 70 acres. He recommended the Board decide between the two.

Christopher Khorey, West Michigan Manager and Danielle Bouchard representing McKenna and Associates, a Michigan based planning and design firm outlined their plan for gathering input for the former airport property.

Board members asked questions regarding their proposal and thoughts of how much time the process would take.

Paul LeBlanc, principal PLB Planning, outlined his plan for gathering input on the former airport property.

The Board discussed each proposal and decided to wait, develop criteria to evaluate the proposals and revisit the item at the March meeting or a Special Meeting in the weeks between the regularly scheduled Board meetings. Board members let the firms know of other specific requests they would like to see included in their proposals.

b. The Reserve on Lake Macatawa PUD/EGLE Submission

Gerard introduced the item and asked Board members how to proceed.

Martin confirmed the conditions agreed upon by the Board and guided the discussion around what may be a legal reaction to the EGLE submission by Covenant Development regarding the boat slips at The Reserve.

The Board agreed that a letter should be written by the Supervisor, pointing out conditions agreed to by the developer. The letter will come back for the Board to review and approve.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Hoekstra and supported by Spoelhof asking the Supervisor to draft a letter from the Board indicating the points of the PUD conditions the Board and the Applicant (Covenant) agreed upon. Language in the letter should include spirit and intent including safety concerns, and reducing the length of the docks. (7-0)

c. Proposed 2021 Contract Revision for Fresh Coast Planning

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by DeHaan to approve the 2021 Fresh Coast Planning contract revision to \$90 per hour for an Associate and \$120 per hour for a Principal from the 2020 rate of \$85 and \$110 respectively. (7-0)

d. Recommended Raise for Bryan Dykema

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Steggerda to approve the \$1 per hour raise for Bryan Dykema for additional audio visual duties performed for Board of Trustees meetings as recommended by the Manager. (7-0)

e. Bid Award for Wendt Park Improvements

Tiffany Kline from Progressive AE explained the bid opening process and presented low bidders, Katerberg VerHage of Grand Rapids and T2 Construction of Park Township.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Hoekstra to award the bid for Wendt Park improvements to T2. (7-0)

f. Resolution to Allow Residents to Protest Board of Review in Writing

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Steggerda and supported by Spoelhof to approve the resolution as recommended by the Assessor to allow residents to protest Board of Review in writing. (7-0)

Roll Call Vote:

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

No: none

g. Liquor License Request – 1798 Ottawa Beach Rd.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Spoelhof and supported by DeHaan to approve the SDD and SDM liquor license as requested for 1798 Ottawa Beach Rd. (7-0)

Roll Call Vote:

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

No: none

ART. 10 MANAGER'S REPORT

Fink reported on the items he and staff focused on through the month of January.

ART. 11 PUBLIC COMMENT

Gerard opened the public comment period at 9:29pm:

0 spoke at the public comment period.

Gerard closed the public comment period at 9:29pm

ART. 12 BOARD COMMENTS AND COMMITTEE/AGENCY REPORTS

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

ART. 13 REMINDER DATES

- a. March 11 – Regular Board Meeting 6:30p.m.

ART. 15 ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Steggerda to adjourn at 9:33pm. (7-0)

Respectfully Submitted by Clerk Skip Keeter

Daniele Dykens

Recording Secretary