

**Minutes of a Regular Meeting of the
Spring Lake Township Board of Trustees
January 14, 2013**

A meeting of the Spring Lake Township Board of Trustees was held at the Spring Lake Township Hall at 106 S. Buchanan, Spring Lake, MI 49456.

6:00pm Work session: The Township Board had an informal meeting with the Spring Lake Village Council at Barber School just to get to know each other.

1. Call to Order/Roll Call of the Board:

Supervisor Nash called the meeting to order at 7:00pm.

Present: John Nash, Carolyn Boersma, Jim Koster, Jim Cihak, Rick Homan, Ron Lindquist, Larry Mierle

Absent: None

Participants: Gordon Gallagher, Spring Lake Township Manager, Ron Bultje, Spring Lake Township Attorney

2. Invocation and Pledge:

Supervisor Nash opened the meeting with a spiritual reading and the pledge of allegiance.

3. Public Comment:

Public comment was opened at 7:02pm and closed at 7:03pm. No comments were offered at this time.

4. Approval of Agenda:

Motion by Lindquist, support by Mierle to approve the agenda with the addition of 14a Proclamation for Bike Paths; and moving item 10 to 6a Fire Station #2 bids. The motion carried unanimously.

5. Approval of Consent Agenda:

Motion by Mierle, support by Lindquist to approve the consent agenda.

With a unanimous vote the motion carried.

- a. Approve December 12, 2012 Minutes
- b. Approve payment of all fund bills
- c. Receive December 2012 Financials

6. Disc Golf Proposal:

Rob Underhill, chairman of the newly formed Lakeshore Disc Golf Club, presented his plans for a Disc Golf Course built on the Township's Wilson Road property to the Spring Lake Recreation Committee. The Recreation Committee recommended the plan to the Township Board for approval. No action was taken at this time because the questions of insurance coverage and liability were not yet addressed.

6a. Fire Station #2 Bids:

Bid proposals were received from several construction companies. The apparent low bidder was Triangle Construction with a base bid of \$289,500.00. Included in the scope of work were 6 different additions or alternates that were also priced. **Motion** by Lindquist, support by Boersma to approve awarding the bid for construction at the 174th fire station to Triangle Construction for the base bid as

submitted with the addition of alternates 5 & 6 and the bid bond. [RC] The motion carried unanimously. **Motion** by Lindquist, support by Cihak to give authority to the manager with the approval of the Supervisor and Clerk, to authorize up to 10% of the base contract price for contingencies. [RC] The motion carried unanimously.

7. Spring Lake Bridge OCRC Project Estimate:

Motion by Boersma, support by Lindquist to approve the cost estimate submitted by the Ottawa County Road Commission for the Non-motorized path costs for approach work to the bridge. [RC] The motion carried unanimously.

8. No Wake Zone Resolution:

The Board was asked to consider approving a Resolution requesting the Department of Natural Resources approve an ordinance to be adopted by Spring Lake Township and Grand Haven Charter Township concerning restrictions to be placed on the waterway within their respective jurisdictions. **Motion** by Cihak, support by Homan to adopt the Resolution with corrections to the property description from SLT legal counsel, to start the process of an ordinance. [RC] The motion carried unanimously.

9. Shared Community Profile Request:

The Village of Spring Lake and Spring Lake Township both need to update their Master Plans. Included in this plan is a community profile. This work is typically contracted to an outside company. Instead of both municipalities paying for the same information, they will collaborate and share the cost for one profile.

10. Moved to 6a:

11. Budget Amendments:

GENERAL FUND	ACCOUNT DESCRIPTION	BEGINNING	INCREASE	DECREASE	ENDING
Revenue:					
101-000-574.000	Revenue sharing	740,800	24,000	-	764,800
101-000-642.000	Cemetery	75,000	20,000	-	95,000
101-000-566.007	Grant - Pellegrom	-	30,000	-	30,000
Expense:					
101-101	Township Board	25,000	4,000	-	29,000
101-276	Cemetery	142,500	20,000	-	162,500
101-756	Parks	217,400	50,000	-	267,400

To recognize an increase in revenue sharing. To recognize an increase in Cemetery revenue which is accompanied by an increase in budgeted Cemetery expenditures. To recognize the grant for the Pellegrom

GENERAL FUND	ACCOUNT DESCRIPTION	BEGINNING	INCREASE	DECREASE	ENDING
<i>Expense:</i>					
101-336	Fire Department (174th & 106th)	545,000	-	545,000	-

CAPITAL FUND	ACCOUNT DESCRIPTION	BEGINNING	INCREASE	DECREASE	ENDING
<i>Expense:</i>					
259-899-981.010	Fire Dept - 174th	-	330,000	-	330,000
259-899-981.011	Fire Dept - 106 N. Fruitport Rd	-	215,000	-	215,000

To break out and move the budget for the new fire station to the Capital Replacement fund. The purpose is to separate this large capital expenditure from the fire department's operating budget so that annual budget comparisons can be made without the spike of capital outlay.

CAPITAL FUND	ACCOUNT DESCRIPTION	BEGINNING	INCREASE	DECREASE	ENDING
<i>Revenue:</i>					
259-000	Loan Transfer In	-	340,000	-	340,000

<i>Expense:</i>					
259-899	Fire Station Improvements	-	340,000	-	340,000

CEMETERY FUND	ACCOUNT DESCRIPTION	BEGINNING	INCREASE	DECREASE	ENDING
<i>Expense:</i>					
711-276	Loan Transfer Out	-	340,000	-	340,000

Motion by Lindquist, support by Mierle to approve the budget amendments as presented. [RC] The motion carried unanimously.

12. Cemetery Well Improvement Bids:

The Cemetery needs to update the sprinkling system. A scope of work with bids was given to the Board for consideration. The issue was treated as new business and will be addressed at another meeting.

13. Design Engineering 2013 Water/Sewer Projects:

Kevin Kieft, from Prein & Newhof, provided design engineering costs for proposed 2013 capital improvements to the water and waste water systems.

14. Green Community Challenge:

Supervisor Nash attended the Green Communities Conference and has requested information on the requirements of joining the Green Communities Program.

14a. Proclamation for Bike Paths:

The Recreation Committee has submitted a Proclamation/Resolution of Friends of the Lake Harbor Recreational Trails of Norton Shores to support the development of connecting the park and trail systems in Muskegon and Ottawa Counties to be considered by the Board for approval. **Motion** by Cihak, support by Mierle to adopt the Proclamation as presented. [RC] The motion carried unanimously.

15. Closed Session:

Motion by Mierle, support by Lindquist to go into closed session to consider the potential purchase of real property. [RC] The motion carried unanimously.

Motion by Mierle, support by Cihak to come out of closed session at 9:20pm. The motion carried unanimously.

16. Reports: A time for information sharing was given to certain Board members and the manager. The reports were given after the closed session.

17. Adjourn: The meeting adjourned at 10:23pm.

Respectfully submitted,

H. Carolyn Boersma, CMC
Spring Lake Township Clerk