

**Minutes of a Regular Meeting of the  
Spring Lake Township Board of Trustees  
November 11, 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 Board went to the Water Treatment Plant in Grand Haven for a tour.

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

Supervisor Nash called the meeting to order at 7:04pm.

Present: John Nash, Carolyn Boersma, Jim Koster, Rick Homan, Ron Lindquist, Rachel Terpstra

Absent: Larry Mierle

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 7:06pm and closed at 7:07pm. No comments were offered at this time.

**4. Approval of Agenda:**

**Motion** by Lindquist, support by Homan to approve the agenda as presented. The motion carried unanimously.

**5. Approval of Consent Agenda:**

**Motion** by Lindquist, support by Terpstra to approve the consent agenda. With a unanimous vote the motion carried.

- a. Approve October 14, 2013 Regular Minutes
- b. Approve payment of all fund bills
- c. Receive October 2013 Financials
- d. Approve 2014 Meeting Schedule
- e. Approve 2014 Holiday Schedule
- f. Planning Agreement Update
- g. Library Board Appt. – Lynn Sherwood
- h. 2014 Federal Poverty Guidelines
- i. Resolution Opposing Transfer of Property

## **6. SAW Grant Application Resolution**

The MDEQ is providing grant funding to develop asset management plans (AMP) for wastewater systems. An asset management plan looks at an infrastructure system's current condition, long-term ownership costs, and helps develop funding plans to meet long-term needs. The proposed grant application asks for 90% funding to complete a \$764,705 project. It is anticipated that this program will be oversubscribed (more applications than funding) at a potential 5 to 1 margin. A Resolution adopted by the Board is required for submission. **Motion** by Boersma, support by Lindquist to adopt the SAW Grant submission Resolution as presented. [RC] The motion carried unanimously.

## **7. Fire Contract Update**

For many years the Township has had an agreement with the Village of Spring Lake to provide fire services. With the change in funding (from General Funds to a Special Assessment) came the need to make a change in the agreement. Specifically, the agreement should be amended to remove the \$12,000 per year payment by the Village to the Township. **Motion** by Lindquist, support by Homan to approve the Fire Department Agreement as presented. [RC] The motion carried unanimously.

## **8. Rycenga Park Shelter Bids**

A request for bid was sent out for the construction of a park shelter to which 7 contractors responded. The bids were reviewed by the Township engineering firm Prein and Newhof and a recommendation was made to approve JD Fisher Builders with a bid of \$89,674.90 contingent upon receiving MDNR approval in advance of contractor notification. **Motion** by Terpstra, support by Homan to award the bid as recommended at a cost of 89,674.90. Lindquist **motioned** and Terpstra supported to amend the motion to allow for a not to exceed amount of 92,000.00 in case of unforeseen contingencies in construction. Both motions carried unanimously with a roll call vote.

## **9. Township of Excellence Resolution**

Spring Lake Township is again seeking recognition from the Michigan Townships Association as a "Township of Excellence". Part of the application is a resolution of submittal by the Township Board. Motion by Nash, support by Homan to adopt a Resolution to submit application for Michigan Townships Association "Township of Excellence" designation/certificate of achievement. [RC] The motion carried unanimously.

## **10. Board Reports**

A time for information sharing was given to various Board members.

## **11. Fire Chief Job Description**

Manager Gallagher submitted a revised job description for the Fire Chief position to the Board for approval. **Motion** by Boersma, support by Lindquist to approve the job description with these additions: attend Spring Lake Village Council meetings as needed; attend Ottawa County Fire Chief meetings. [RC] The motion carried unanimously.

**12. Fire Advisory Committee Appointment**

As part the Fire Department agreement with the Village of Spring Lake, there is a commitment for a Fire Advisory Committee. This was included in the previous agreement with the Village as well. The committee is to include one Elected Official and the Managers from each community and the Fire Chief. **Motion** by Lindquist, support by Homan to appoint Supervisor Nash to the Fire Advisory Committee. The motion carried unanimously.

**13. Tax Tribunal Discussion**

Over the last year the Township has had several tax tribunal cases that have been expensive to fight. The amount spent defending a full tribunal is usually over \$10,000. In one case, there was an agreement with the Village on cost sharing (because it was a significant case and the property was in the Village). The Township does not want to have an official policy on settlement of tax tribunal matters instead The Board will discuss each case individually as needed in closed session due to possible litigation.

**14. Zoning Amendment Ordinance - Signs**

The Planning Commission reviewed the sign proposal for the new sign at the 174<sup>th</sup> Ave fire station. The building is located in the industrial district. The ordinance does not currently allow for programmable digital signs in that district. The Planning Commission unanimously recommended amending the ordinance to allow programmable digital signs in that zoning district. **Motion** by Lindquist, support by Terpstra to adopt and authorize the Supervisor and Clerk to sign the sign ordinance amendment. [RC] The motion carried unanimously.

**15. Reports:**

A time for information sharing was given to the Supervisor and Manager.

**16. Adjourn**

The meeting adjourned at 8:35pm.

Respectfully submitted,

H. Carolyn Boersma, CMC  
Spring Lake Township Clerk