

**Minutes of a Regular Meeting of the
Spring Lake Township Board of Trustees
October 12, 2015**

A meeting of the Spring Lake Township Board of Trustees was held at Barber School, 102 W Exchange St, Spring Lake, MI 49456

6:00pm Work session: Dan Veldhuizen, from Siegfried Crandall, gave the 2014/15 audit report to the Board.

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

Supervisor Nash called the meeting to order at 7:02pm.

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

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 7:05pm and closed at 7:06pm. One comment was offered at this time.

4. Approval of Agenda:

Motion by Mierle, support by Lindquist to approve the agenda with these changes: Move 6a ZBA Alternate Appointment to 5d; Move 12 Grant Agreement to 6b; add 6a Drain District; and delete 10 Sale of 148th Fire Station. The motion carried unanimously.

5. Approval of Consent Agenda:

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

- a. Approve September14, 2015 Minutes
- b. Approve payment of all fund bills
- c. Receive September 2015 Financials
- d. ZBA Alternate appointment Tom TenCate

6a. Drain Districts:

The Township has several drainage problems that are well suited for setting up drainage districts through the Ottawa County Water Resources office. Setting up of a district means that there will be cost sharing for fixing the drains. The cost sharing will be contributing property owners in the district with the Ottawa County Road Commission and Spring Lake Township each receiving “at large” assessments.

Bridlepath - Motion by Terpstra, support by Homan to approve a Resolution of Application for Laying Out and Designating a Drainage District. [RC] The motion carried unanimously.

Motion by Terpstra, support by Mierle to approve a Resolution of Petition for Locating, Establishing and Constructing Drain. [RC] The motion carried unanimously.

Lovell Park - Motion by Homan, support by Terpstra to approve a Resolution of Application for Laying Out and Designating a Drainage District. [RC] The motion carried unanimously.

Motion by Terpstra, support by Mierle to approve a Resolution of Petition for Locating, Establishing and Constructing Drain. [RC] The motion carried unanimously.

6b. Grant Agreement

Staff was notified by the MDEQ that the SAW Grant project has been approved. This project funding is a \$764,705 grant with a required \$84,967 local match. There are two action steps that need to be completed in order to move forward with this project. **Motion** by Mierle, support by Terpstra to accept the grant funds as approved by the MDEQ. [RC] The motion carried unanimously. **Motion** by Mierle, support by Terpstra to approve and authorize the Supervisor and Clerk to sign the Engineering Services Agreement with Prein & Newhof. [RC] The motion carried unanimously.

7. Budget Amendments – General Appropriations Act

The Township Board previously approved the transition costs and increase in road improvements. Additionally, building permit revenue and expenses are up and the Township’s share of drain costs has increased more than anticipated. It is necessary to amend the General Appropriations Act to correctly reflect the revenue and expenses. **Motion** by Boersma, support by Lindquist to approve the amended Act as presented. [RC] The motion carried unanimously.

8. Resolution to Change Polling Places

Due to the recent changes associated with the sale of the Township Hall and possible sale of the 148th fire station, it has become necessary to change the polling place for 3 precincts (P3, P4, P6). By state law, the Township Board has to approve a Resolution to change polling places not less than 60 days prior to an election. If approved these changes will take effect December 1, 2015. **Motion** by Mierle, support by Homan to approve the Resolution to Relocate Polling Places as presented. [RC] The motion carried unanimously.

9. 16673 148th Ave – Release of Restrictive Covenants

Motion by Terpstra, support by Mierle to approve the Resolution that removes the restrictive covenants from 16673 148th Ave. [RC] The motion carried unanimously.

10. Sale of 148th Fire Station – Deleted

11. Board Reports – Ambulance, PC, ZBA, Treasurer, Clerk

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

12. Moved to 6b

13. Nepotism Policy

Attorney Bultje wrote a legal opinion regarding the Townships Nepotism Policy that was passed in 2007. With the impending hire of additional employees and an election in 2016, it is necessary to review the policy to make certain it is still relevant and enforceable. **Motion** by Lindquist, support by Homan to approve the current Nepotism Policy with the removal of the last paragraph. [RC] The motion carried unanimously.

14. John Stuparits Contract

The Township Manager recommended that the Board authorize the hire of John Stuparits on a contractual basis. John is a Spring Lake Township resident and is retired from his former position (Superintendent of the GH/SL Wastewater treatment plant). The Township Board has previously contracted with John to review our wastewater collection system (more specifically our upgraded pumping stations). It is anticipated that John would serve in the contractual capacity for 12-18 months and that he would also oversee our SAW grant implementation. **Motion** by Lindquist, support by Homan to approve the employment agreement with John Stuparits, draft date of 10-5-15. [RC] The motion carried unanimously.

15. AT&T Tower Lease Agreement – Set aside

16. Planning Consultant – Cornelius Design – CZM Grant

The Township was recently awarded an \$11,000 Coastal Zone Management grant (in cooperation with the City of Norton Shores) to complete a natural features inventory and to study the new property that we acquired on the southeast shore of Little Black Lake. Staff is recommending hiring Cornelisse Design Associated to complete this work. Additionally, the City of Norton Shores is offering to commit \$5,000 toward this project. Since the contract documents were not yet ready, the issue will be on the November agenda.

17. Board Reports – Supervisor, Manager

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

18. Adjourn

The meeting adjourned at 8:35pm.

Respectfully submitted,

H. Carolyn Boersma, CMC
Spring Lake Township Clerk