

**Minutes of a Regular Meeting of the
Spring Lake Township Board of Trustees
June 8, 2015**

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 discussed the transition costs associated with moving the offices.

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

Supervisor Nash called the meeting to order at 7:10pm.

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 7:12pm and closed at 7:18pm. One comment was offered at this time.

4. Approval of Agenda:

Motion by Lindquist, support by Homan to approve the agenda with the addition of 13a Business Recognition Award. The motion carried unanimously.

5. Approval of Consent Agenda:

Motion by Mierle, support by Homan to approve the consent agenda. [RC] With a unanimous vote the motion carried.

- a. Approve May 11 & 21, 2015 Regular & Special Minutes
- b. Approve payment of all fund bills
- c. Receive May 2015 Financials

6. Approval of Expenditures for Transition Costs

The cost of transitioning to the Village Office will be approximately \$80,000.00. To be able to move in August, phones, computers, signage, stationary and furniture needs to be ordered very soon.

Motion by Lindquist, support by Homan to approve the expenditure of \$ 80,000.00 for transition costs. [RC] The motion carried unanimously.

7. Listing Agreement – 150th Ave. Property

The Board has talked about divesting some of the vacant property that the Township owns. Staff recommended listing the property on 150th that was purchased in 2009. **Motion** by Boersma, support by Terpstra to accept the Sale Agency Agreement with Capstone Real Estate LLC with an end date of 5-31-2016. The motion carried unanimously.

8. Large Development as PUD

The Planning Commission is discussing zoning text amendment to make all developments of 8 lots or more shall be submitted only as a Planned Unit Development (PUD). Board discussion was that it was an idea worth pursuing.

9. Fire Station Design – LEED Certification

FTC&H has begun working on construction drawings for the new fire station at M-104 & Fruitport Road. The question of whether we would like to pursue LEED certification had been brought up. The additional costs for administering and documenting LEED will be approximately \$44,000. While this issue will not be pursued; the sustainability aspect is appealing.

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

11. Investment Policy – Temporary Amendment for Concentration of Risk

Back in 2009, the Spring Lake Township Board approved the current investment policy which limits Township exposure to any one institution to 30% of our overall investments. In 2010 a temporary amendment was made to allow more than the 30% due to the large Sewer Pump Station project and the associated cash flow (liquidity) challenges that a large project can create. Staff is again requesting that for the next 12 months the Board authorize keeping more than 30% of funds with Chemical Bank (the main banking relationship). This will aid the Township as proceeds are used from the bond sale to build and pay for the new fire station. **Motion** by Lindquist, support by Boersma to waive the 30% requirement for 8 months. The motion carried unanimously.

12. Early Retirement Offer

SLT has a high number of staff that are at the top end of the pay structure. It is anticipated savings could approximately be \$74,000 per year in wage costs if several of the long term employees retire. In an effort to control the timeline and make for a smoother transition, staff is recommending that the Township Board consider offering a one-time early retirement offer to any full-time employees that have a combined age and years of service of 78 or greater. **Motion** by Nash, support by Homan to approve the guideline as presented; use a July 13 deadline for the employee to show interest; use an August 10 deadline for an approved agreement with the employees that accept the offer. The motion carried unanimously.

13. FOIA Policy

State Law recently changed regarding Freedom of Information. Included in the new statute is a deadline of July 1 to approve a resolution adopting the new procedures, guidelines and public summary. **Motion** by

Boersma, support by Mierle to approve the Resolution to Adopt Spring Lake Township FOIA Procedures and Guidelines and the Public Summary. [RC] The motion carried unanimously.

14. Reports

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

15. Adjourn

The meeting adjourned at 8:51pm.

Respectfully submitted,

H. Carolyn Boersma, CMC
Spring Lake Township Clerk