



Park Township

Ottawa County, Michigan

PARK TOWNSHIP MEETING MINUTES

Draft until approved at next meeting

January 8, 2009

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ART 1. Supervisor Amanda Price called to order the regular meeting of the Park Township Board held on January 8, 2009 at 6:30 p.m. at the Park Township Office.

Present were Supervisor Amanda Price, Treasurer Jan Steggerda, Clerk Skip Keeter, Trustees Doug Dreyer, Jeff Ebihara, Jerry Hunsburger, Michael Toscano, Attorney Dan Martin and Manager Stuart Visser.

Jerry Hunsburger gave the invocation.

ART 2. Pledge of Allegiance – Tylar West, Lakewood Elementary.

ART 3. The minutes of the December 6, 2008 board retreat and the December 11, 2008 regular board meeting were approved as published.

ART 4. The Treasurers Report was given as follows:

Beginning Balance	\$2,710,089
Receipts	\$ 15,169
Disbursements	\$ 253,096
Ending Balance	\$2,472,162

ART 5. The Fire Department Report indicated 22 calls were made in the month of November, and \$13,000 in property damages. The Chief reported on the status of the Fire Department.

ART 6. The Zoning Administrator's Report listed 10 building permits for December; 0 were new single-family homes, and a total building permit activity of \$582,000.

ART 7. PUBLIC COMMENTS (2 MINUTES PER PERSON)

Price opened the public comment period.

No comments were made.

Price closed the public comment period.

ART 8. HOSPITAL REPRESENTATIVE REPORT

Greg Mayberry-293 Little Station-reported on the activities of the Holland Hospital Board.

ART 9. LIBRARY REPRESENTATIVE REPORT

Tim Jensen reported on the activities of the Herrick District Library.

ART 10. APPOINTMENT OF TOWNSHIP FOIA COORDINATOR

Price recommended this be a duty of the Township Manager.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Hunsburger to appoint the Township Manager to act as the FOIA Coordinator.

ART 11. TOWNSHIP FLOODING DISCUSSION

Price asked Visser to report on this issue.

Visser explained his research and discussed the current situation.

Price opened a public comment period to discuss the situation (2 minutes)

Jack Hyde-15945 Fendt Farm Dr., Kathy Blank-15759 Fendt Farm Dr., Doug Wehermeyer-4115 Estate Dr., Anna Muirhead-16391 Riley St., Brian Douthitt-2041 Laurie Ln., Dan Brown-4220 Estate Dr., Diane Slenk, Julia Johnson-16371 Greenly St., Bruce Townsley-94 N.168th St. and Jay Sharkey-15865 Ryan Dr. spoke during the public comment period.

Price closed the public comment period.

Hunsburger asked if the drains had been checked since June.

Visser explained the process, which entity is responsible for checking and where we are in the process.

Toscano asked if the requests to the board at the July 31st meeting had been upheld and what were the results.

Visser stated the requests had been upheld.

Price suggested the township form a sub-committee and explained the scope.

Price recognized Bill Smith.

Bill Smith-Ottawa County Emergency Management Services-explained the steps residents would need to declare a state of emergency in our area.

Ebihara added to the scope of the sub-committee.

Price asked for volunteers (residents/board members) to serve on the committee.

Hunsburger asked the board to direct Visser to get data from the Wyoming Water treatment plant regarding the dewatering back to 1990.

Toscano asked the board to respond to the short-term effects of the water issues.

Price requested parameters of lawful expenditure of taxpayer money regarding this situation.

Martin stated the parameters.

Ebihara asked the board to devise a 30-60-90 day plan for immediate relief.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Toscano and supported by Hunsburger to direct the Township Manager to work with the newly established committee to develop a 30-120 day plan for supporting residents with flooding issues including hiring professional services to find a cause for the flooding and immediate relief.

Motion carried unanimously.

The board agreed to take a 5-minute break.

Price called the meeting back to order.

ART 12. MASTER PLAN UPDATE

Price asked Ebihara to update the board on this agenda item.

Ebihara explained the status of the Master Plan and its two-tiered process.

ART 13. BUILDING DEPARTMENT FEES

Price asked Visser to speak to the request from the Building Department.

Visser explained the proposed fees and local comparisons.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Dreyer to resolve to adopt a resolution to accept the new building permit fees as proposed by the Township Manager to be effective April 1, 2009.

Roll Call: Unanimously Approved.

ART 14. PHONE SYSTEM

Price asked Keeter to speak to this issue.

Keeter explained the necessity of replacing the old office phone system and differences between systems.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Steggerda to approve the new VIOP telephone system as recommended by the finance committee.

ART 15. GOAL SETTING

Price stated Mr. Ellis has submitted a proposal to facilitate the board with goal setting stage as discussed at the board retreat in December.

Ebihara stated his concerns about goal setting without a Manager in place.

The board agreed.

ART 16. BUDGET DISCUSSION:

A) DISCUSSION OF PROJECTED REVENUE, EXPENDITURES, METHOD OF PREPARATION AND BUDGET PRIORTIES.

The treasurer notified the Manager budget numbers have changed due to revenue sharing.

The manager asked the board for direction on preparing the budget.

Board members submitted projected expenditures for the 2009-2010 budget.

Arlan Meekhof-State Representative-shared his projections about state funding the township can expect for 2009.

The board agreed on a direction for Visser to take when preparing the budget.

ART 17. MANAGER'S REPORT

Visser discussed the issues facing the Manager's office.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Toscano and supported by Steggerda to allocate \$400 to place 4 street lights as described in the manager's report.

ART 18. SUPERVISOR'S REPORT

Price reviewed the issues facing the manager's office.

ART 19. COMMITTEE REPORTS

Hunsburger would like to post openings for the new committees on the website.

Each board member recounted the activities of the committee meetings attended.

ART 20. PAYMENT OF BILLS

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Hunsburger to approve the check register for December, and the bills to be paid in January.

ART 21. ADDITIONAL PUBLIC COMMENTS (5 MINUTES PER PERSON)

Price opened the public comment period

John Barwis-3872 Hyder Ct. and Joel Welch-679 Bosma spoke.

Price closed the public comment period.

ART 22. BOARD COMMENTS

Hunsburger stated his opinion regarding Mr. Barwis' involvement in the water issues.

Toscano asked the personnel committee to review communication policies.

Keeter stated the web hosting of our meetings thru MAC-TV should be a consideration in the budget.

ART 23. ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Steggerda to adjourn at 9:30pm.

Daniele Dykens, Recording Secretary

January 8, 2009