



Park Township

Ottawa County, Michigan

PARK TOWNSHIP MEETING MINUTES

Draft until approved at next meeting

May 14, 2009

Click here to go back to the [Archive](#) page or meeting [Schedules](#).

ART 1. CALL TO ORDER

Supervisor Amanda Price called to order the regular meeting of the Park Township Board held on May 14, 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.

ART 2. Doug Dreyer gave the invocation.

ART 3. PLEDGE OF ALLEGIANCE –Rebekah Monroe & Nate Johnson – Lakeshore Elementary

ART 4. APPROVAL OF CONSENT AGENDA

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Toscano and supported by Steggerda to approve the consent agenda (6-0 Ebihara not present)

ART 5. FIRE DEPARTMENT REPORT

The Fire Department Report indicated 16 calls were made in the month of April, and \$20,000 in property damages.

ART 6. ENERGY, ENVIRONMENT/GROUNDWATER COMMITTEE REPORT:

Hunsburger introduced Bill Chappell & Arne Larsen from Driesenga and Associates to present their study findings.

Chappell explained the drainage study preliminary designs and the estimated costs associated with each option.

Chappell stated new petitions should be circulated stating their exact intentions. He explained the process and its implications.

Chappell stated the timeline for construction. He stated nothing would begin before next year except possibly drain #37 & Post Ave. if the Township Board pays for the improvements. The preliminary figures include all costs except easements.

The board asked questions of Chappell regarding interest rates, maintenance, how many parcels are affected, and how do new developments get assessed for the drain system.

Chappell continued with short-term options for Riley St.

Total pumping cost per date after adjustments on Estate Drive is \$15,986.55 including removal costs.

Price outlined the 3 recommendations of the Energy and Environment Committee to be acted upon by the board.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was recommended by the E&E committee to approve recommendation #1 (amend the Driesenga and Associates contract to add Study areas 6-8 for and increase cost) (7-0).

Steggerda stated a budget adjustment would need to be made if this is passed.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by the environment and energy committee approve recommendation #2 (to clean the drains and invoice property owners for driveway culverts).

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by the Energy and Environment Committee to approve recommendation #3 (improve Post Ave. from Greenwood west at the cost of the Township and possibly the Road Commission and comes back to the board for final approval) (7-0).

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Toscano to discuss the petitions after the public comment period (6-0 Dreyer not present).

ART 7. PUBLIC COMMENTS (2 MINUTES PER PERSON)

Price opened the public comment period.

17 people spoke at the public comment period.

Price closed the public comment period.

Price answered many of the questions asked during the public comment period.

Chappell answered the questions directed toward the engineering studies.

Steggerda explained how assessments are structured.

MOTION MADE; MOTION SUPPORTED; MOTION DEFEATED: A motion was made by Ebihara and supported by Toscano to approval of signing petitions submitted by Driesenga and Associates to begin the process to the Board of Determination (0-6)

MOTION MADE; MOTION SUPPORTED; MOTION WITHDRAWN: A motion was made by Toscano and supported by Hunsburger to approve the board supported petition submitted by Tall Grass, Quincy, Estate Dr., Hyder Ct. petition dated 2/27/09 (5-0 Ebihara not present)

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Toscano and supported by Hunsburger to petition the Ottawa County Drain Commission to establish a northwest relief drain (6-0 Dreyer not present)

Martin reminded board members it would need board action to reverse this action with the Ottawa County Drain Commission.

Dreyer will abstain from the vote because he has a direct interest in the outcome.

Ebihara asked the committee to assist other areas to establish their petitions.

ART 8. RESOLUTION REDUCING PLANNING COMMISSION TO SEVEN MEMBERS

Price stated 2 vacancies

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Ebihara to adopt a resolution to reduce the planning commission from 9 to 7 members(6-0).

Arendshorst stated it is up to the board to determine and has no preference. She is interested in sharing planning services with the City of Holland.

ART 9. APPOINTMENTS:

A) PLANNING COMMISSION – there are no appointments due to the resolution passed in Article 8.

B) ZONING BOARD OF APPEALS

Joannie Bouman is the recommended candidate from Supervisor Price.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Hunsburger and supported by Ebihara to appoint Joannie Bauman to the Zoning Board of Appeals (5-1 Toscano)

ART 10. PURCHASING POLICY AND PROCEDURE

Keeter asked to withdraw the item in order to get input from the new manager.

ART 11. ORDINANCE AMENDMENT: Section 4.06(f) Outdoor Storage

Section 4.10(b) – Accessory Usage

Section 4.18(b) – Fences

Section 17.01 & 17.04 – Parking

Subsection 20.06(a) – Non-Use Variance Standards

Zoning Administrator Davis spoke to the board about the amendments to each ordinance.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Steggerda to approve listed ordinance amendments (5-1 Toscano).

ART 12. ORDINANCE AMENDMENT: Section 4.36 – Grass and Other Vegetation

Zoning Administrator Davis briefed the board regarding this ordinance.

MOTION MADE; MOTION SUPPORTED; MOTION DENIED: A motion was made by Ebihara and supported by Keeter to approve ordinance amendment section 4.36 (1-5 Ebihara).

The board discussed the ordinance, it's implications and their concerns.

ART 13. FEDERAL SURPLUS ASSISTANCE PROGRAM BOARD RESOLUTION

Price stated the township needs to formally state they own the Jet at the airport and have Price be the contact person for the board.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Keeter and supported by Steggerda to adopt the resolution (6-0).

ART 14. MANAGER'S REPORT

Visser gave a brief report on the manager's department.

Keeter stated his opinion of the vandalism at Keppel forest and the yard waste dumping in the forest.

ART 15. COMMITTEE REPORTS

Keeter stated the Parks and Recreation Committee would like to recommend renaming the new park at Lakewood Blvd. and 144th Ave. and the Pine Creek Trail to Stu Visser Trails in honor of Manager Visser who will be retiring at the end of May.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Toscano and supported by Steggerda to rename Pine Creek Trail, Stu Visser Trails and extend that name to the new park and trailhead at Lakewood Blvd. and 144th Ave.

The remainder of the board gave updates of the meetings they attended in the month of April.

MOTION MADE; MOTION SUPPORTED; MOTION TABLED: A motion was made by the finance committee to switch retirement companies from American Funds to Principal Financial still run through Centennial (6-0).

Ebihara asked that quotes from other firms be obtained and that employees be given the opportunity to choose their provider.

ART 16. ADDITIONAL PUBLIC COMMENTS (5 MINUTES PER PERSON)

Price opened the public comment period.

4 people spoke at the public comment period.

Price closed the public comment period.

ART 17. BOARD COMMENTS

ART 18. ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Keeter to adjourn at 10:30pm (6-0).

Daniele Dykens, Recording Secretary

May 14, 2009

MEMO TO: PARK TOWNSHIP BOARD

FROM: DRAINAGE SUBCOMMITTEE OF THE ENVIRONMENTAL/ENERGY COMMITTEE

DATE: MAY 12, 2009

RE.: BACKGROUND AND RECOMMENDATIONS

PURPOSE

This Committee was formed at the request of the Township Board to review the Driesenga & Associates Engineering Study dealing with the flooding in several areas of the township. The Committee was asked to work with Driesenga, the Ottawa County Drain Commissioner, the Ottawa County Road Commission, and residents to help select the best options from the study, and to make preliminary recommendations to solve water problems in the various study areas.

The Committee realizes that the residents will ultimately determine if the recommendations made provide the relief they desire for the investment they will be required to make.

BACKGROUND

1. The Park Township Board contracted with Driesenga to determine the cause(s) of the high water and make recommendations for solutions. The Board established Study Areas (SA) based on input provided to the Township by affected residents, with recommendations from Driesenga & Associates.
2. Driesenga and Lakeshore Environmental reviewed existing data, collected new ground water data, and proceeded with testing and calculations to determine the impact the Wyoming Water Treatment Plant (WWTP) has on the high ground water. The findings determined that the WWTP has an insignificant impact on the ground water level.
3. After looking at various causes, and reviewing records for the past 102 years, it was determined that above average precipitation has led to the unprecedented high water table and flooding in several areas of the Township.
4. Driesenga was asked to provide project options and preliminary cost estimates, by Study Area, for the solutions they are recommending. They were asked to also describe the practical difficulties that need to be overcome for the recommended solution (easements, trees, impact on blueberry farms, etc). Additionally, Driesenga was asked that project cost estimates include construction costs, engineering and other fees. They were asked to estimate what percentage the Township, Road Commission, and residents would pay for each Study Area project.
5. The Ottawa County Drain Commissioner was very helpful and a great resource for the Committee. He defined the process residents need to use to establish a Special Assessment Drainage District. This will likely be the option used for funding the solution for each project.
6. The Committee reviewed the limitations on the use of Township funds for dealing with issues like the flooding problems. Township funds cannot be used to repair problems on private property, but may be used on public land for the health, welfare, and convenience of the public. Generally, the Township would contribute a percentage of the cost, based on the Drain Commissioner's formula, in a Special Assessment Drainage District.
7. The Committee reviewed the Township's past practices for paying for costs associated with the maintenance of drains once they are constructed. Historically, Park Township has not charged back to Special Assessment Districts the costs for routine maintenance once a drain has been established or improved. That practice has been at the discretion of the Board.
8. If they have not already done so, the Committee encourages residents to file a petition with the Ottawa County Drain Commissioner's office if they wish to upgrade the drain, or install new drains, in their area.

RECOMMENDATIONS

1. The contract with Driesenga & Associates should be amended. They were contracted to perform engineering studies and perform other work in specified areas of the Township. It is evident that other areas of the Township should be included in the study. Details of the proposed added areas are listed in a report from Driesenga, identified as Study Areas #6 (Northland Estates), SA#7 (Greenly), and SA#8 (Harbor Village Condo).

Recommendation: That the contract with Driesenga & Associates (originally authorized at \$47,400) be amended to include other specified areas. This would require an increase of \$22,410, or a new contract limit of \$69,810.

2. The Ottawa County Road Commission has agreed, at their cost, to clean the ditches along Quincy. Because of the many flooding and drain issues they are currently dealing with, they are requesting that the Township assist them by contacting residents along the area of Quincy (west of 160TH to Tall Grass) to inform them of the need for this work to improve drainage. The Township is being asked to inform individual property owners in this area that they will be invoiced for the cost of the culvert replacement and also be responsible for replacing the drive surface after the work is completed. Any trees in the right-of-way that need to be removed would be the financial responsibility of Park Township.

Recommendation: Request that the Ottawa County Road Commission clean the drains along Quincy west of 160TH to approximately Tall Grass. The Park Township Board would reimburse the Ottawa County Road Commission for the installation of new drain culverts across drives in the project area on Quincy and the removal of trees in the path of the roadside ditches. The Township will invoice the individual property owners for the cost of driveway culvert installation. Residents would be informed by the Township of their responsibility to resurface the drive entry where the drain work was performed and the new culvert installed.

3. Driesenga & Associates has determined that the water run-off from the Ottawa County Fairground is a major contributor of the flooding in the area of Post & Greenwood. This is identified as Study Area#5. Driesenga believes that the best short-term solution to this problem is to install a storm drain along Post from Greenwood draining towards Dyken St. extension. There are other more involved long-term solutions for other drainage issues in that general area that will involve the County Drain Commissioner and a Special Assessment District. This short-term solution will take care of a significant portion of the water and will be an investment towards the long-term solution.

Recommendation: That the Park Township Board approve the recommendation of Driesenga & Associates in SA#5 (Post/Greenwood) and authorize the expenditure of an estimated \$70,000 for this drain project. Because Township property has been determined to be a major contributor to this flooding problem, the cost for this project will be the responsibility of Park Township. The Ottawa County Road Commission will be asked to consider sharing in the cost of this project.