



Park Township

Ottawa County, Michigan

PARK TOWNSHIP SPECIAL MEETING MINUTES

Draft until approved at next meeting

September 11, 2008

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Art 1	<p>Supervisor Stuart Visser called to order the regular meeting of the Park Township Board held on September 11, 2008 at 6 p.m. at the Park Township Office.</p> <p>Present were Supervisor Stuart Visser, Treasurer Jan Steggerda, Clerk Jeff Ebihara, Trustees Bret Docter, Doug Dryer, John Van Iwaarden, and Attorney Dan Martin.</p> <p>Absent was Trustee Amanda Price.</p> <p>Stuart Visser gave the invocation.</p>								
Art 2	<p>The minutes of the August 14, 2008 regular board meeting were approved as published.</p>								
Art 3	<p>The Treasurer's Report was given as follows:</p> <table data-bbox="228 1031 1057 1251"> <tr> <td>Beginning Balance.....</td> <td>\$3,052,660</td> </tr> <tr> <td>Receipts.....</td> <td>\$ 51,333</td> </tr> <tr> <td>Disbursements.....</td> <td>\$ 341,480</td> </tr> <tr> <td>Ending Balance.....</td> <td>\$2,762,289</td> </tr> </table>	Beginning Balance.....	\$3,052,660	Receipts.....	\$ 51,333	Disbursements.....	\$ 341,480	Ending Balance.....	\$2,762,289
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Art 4	<p>The Fire Department Report indicated 28 calls were made in the month of August, and \$3,555 in property damages. Chief Gamby stated they are still in the running for the grants remaining. The department has had extensive training on the ATV's and they are exceeding expectations.</p>								
Art 5	<p>The Zoning Administrator's Report listed 28 building permits for the month of August; 1 was new single-family home, and a total building permit activity of \$1,227,005.</p>								
Art 6	<p>PUBLIC COMMENTS (2 MINUTES PER PERSON)</p> <p>Visser recognized Eric Fogg for his participation in restoring the military jet.</p> <p>Fogg stated he had consistent help from volunteers and it should be on the post before winter.</p> <p>Delores Hoekzema – 2405 Lakefront – is concerned about the road end at James St. There has been substantial storm damage over the years and the Ottawa County Road Commission has not made cleaning the area a priority. She is also concerned for her safety because of activity late at night.</p> <p>Ellen Arnold-17269 James – would like to be part of the solution at the James St. road end. The situation has gotten worse over the summer.</p> <p>Joel Welch – 679 Bosma – stated he would like the airport lease addressed as a business like proposition and treat the airport as an asset.</p> <p>VanIwaarden asked if the Safety Committee would need to recommend</p>								

patrolling the James St. road end more frequently in the summer.

Ebihara asked the residents to get contact information to the Deputy Clerk and he will invite them to the next Public Safety Committee meeting.

Visser stated he would contract someone to clear downed trees in the area.

**Art
7** "BETTER TOGETHER" PRESENTATION

Steve Bulthuis presented a video "Better Together" regarding the MACC.

Bulthuis stated the video is available for distribution.

**Art
8** COMPUTERIZED IMAGING BRIEFING

Visser stated the history of the project.

Ebihara reviewed the role of Ottawa County in the process and discussed costs, short and long term, the township may incur. He asked the Deputy Clerk to coordinate a visit to the county for the Trustees. In October he will ask the board to approve some back scanning and software costs. A service level agreement and contract with the county will be available for the board to review.

**Art
9** POST EMPLOYMENT BENEFITS ACTUARIAL

Visser stated this is a recommendation from our auditors.

Ebihara stated he would like to set up a trust for retirement benefit funds that future boards cannot touch.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Docter and supported by Steggerda to approve \$2800 for a Post Employment Benefits actuarial.

**Art
10** MILLAGE REQUEST

Visser stated the Township is not asking for an increase in this millage request, the increase shown is due to the passing of the millage for the West Michigan Airport Authority in May of this year.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Steggerda to approve the 2008 millage rate request.

**Art
11** WEST MICHIGAN AIRPORT AUTHORITY

A major change in the updated document is the removal of Holland Township.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Docter and supported by Ebihara to approve the authority contract.

**Art
12** AIRPORT LEASE

Visser stated the board should discuss the new changes in the contract.

Steggerda asked Martin to review changes in the drafts. Martin explained the changes regarding grants, storage of non-aviation related items, fees in relationship to the Consumer Price Index, handicap accessible improvements, and provisions regarding termination of the lease.

MOTION MADE; MOTION SUPPORTED; MOTION TABLED: A motion was made by Ebihara and supported by Steggerda to approve the lease agreement.

Docter stated the board should look at the 5 year development plan. He would like the investment number to be more substantial in the first 2-3 years, showing commitment on the part of Ottawa Aviation.

Ebihara stated by passing this agreement there would be a lease in place until 2012. There should be an evaluation period in 2012 with goals attached. He stated the question remains if we want an airport or not. He stated the board should not impose this on future boards. He stated if we do not have a signed lease by October we should no longer have an airport after 2012.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by VanIwaarden and supported by Steggerda to table the discussion until October.

Martin explained the board could hold a sub-committee/special meeting to discuss the lease provisions with Ottawa Aviation.

The board sent the lease back to the sub-committee and the board members communicate their wishes regarding provisions in the lease to Mr. Martin.

The board agreed to allow residents to speak regarding the airport lease.

Bruce Blakeman – 283 Portchester –stated there was no copy of the current lease proposal available to the public.

Roger Rushmeyer – President of Ottawa Aviation –asked if at the special meeting, discussion will center on the two paragraphs or could the whole lease be discussed?

Ebihara stated that he believed the board only had issue with the two paragraphs.

VanIwaarden stated the lease sum is very low in relation to the land value.

Donna VanIwaarden – 1864 Blue Isle Ct. – stated the Township is tying up an asset for the use of a few dozen residents. She feels there is considerable tree removal and is concerned with the aesthetics. Also, shareholders of Ottawa Aviation that sit on the Township Board should remove themselves from voting.

Welsh proposed shared usage of the land and stated he has seen documentation that no funds are available from the State for an airport similar to ours.

Brian Taylor – Cassopolis, MI - stated the airport is a diamond in the rough and should be kept an airport.

Art 13 INTERIM CONTRACT

Visser stated a conflict of interest. He stepped down and reverted to Clerk Ebihara.

Ebihara gave a history of the process and stated the interest of the board to enter into a contract with Mr. Visser as interim manager.

Ebihara stated key highlights of the contract including term, role after consultant is hired, benefits and salary.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by VanIwaarden and supported by Dreyer to approve the Interim Manager contract.

Docter stated there is a known term until May 31 and then month-by-month if a new manager is not hired.

Ebihara asked the board's permission to add two people to the search committee including Mr. Nykamp (Park Township Assessor) and Ms. Arendshorst (Planning Commission and Zoning Board member)

The board approved.

**Art
14**

COMMITTEE REPORTS

VanIwaarden stated the activities of the MACC.

Van Iwaarden asked the board to reappoint Ann Radke and Julie Riordan to the Parks and Recreation Committee which is unanimously encouraged by the members of the Parks and Recreation Committee.

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made by Ebihara and supported by Steggerda to reappoint Ann Radke and Julie Riordan to the Parks and Recreation Committee.

Van Iwaarden informed the board the Parks and Recreation Committee have established new policies for the Disc Golf course and The Ace Race (a Frisbee Golf Tournament) will be held Sunday, Sept 21.

Docter stated the master plan sub-committee will be meeting on Sept 29. He encouraged board members to look at the proposals submitted by Planning Consultants. The Fair Board met and stated the activities of the fair exceeded expectations. Financial information will be available in the coming months. The Planning Commission will meet on Tuesday, September 16. He informed the board there has been a committee formed to establish an ordinance on conditional rezoning since December and has never met until now.

Some board members stated their concern with the lack of meetings held by the Planning Commission in recent months.

**Art
15**

PAYMENT OF BILLS

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

**Art
16**

ADDITIONAL PUBLIC COMMENTS (5 MINUTES PER PERSON)

John Foster – 586 Old Orchard Rd. – stated he visited Winstrom Park and noticed how trampled the vegetation has become and asked if the board has considered moving the course.

Dreyer stated the township has lots of nature preserves but Winstrom Park is a people park.

Bruce Townsley–94 N. 168th–asked if there is a source he can reference regarding his continuing water problems.

The board agreed Mr. Groenleer, the Ottawa County Drain Commissioner and a soil study done in the 1970’s may be good starting points.

Welsh – asked for the airport rezoning map.

The board referred Mr. Welch to Building Inspector Davis.

Siegers reported on the success of the Air Affair.

**Art
17**

BOARD COMMENTS

Steggerda stated taxes are due Sept. 15.

**Art
18**

ADJOURN

MOTION MADE; MOTION SUPPORTED; MOTION CARRIED: A motion was made By Steggerda and supported by VanIwaarden to adjourn.

Daniele Dykens, Recording Secretary





