

Council Meeting  
Common Council  
January 7, 2019

The regular meeting of the Common Council was held at Zeeland City Hall, 21 S. Elm, Zeeland MI on Monday, January 7, 2019. Mayor Klynstra called the meeting to order at 7:00 p.m.

PRESENT: Council members – VanDorp, Kass, Timmer, Broersma, Lam, Mayor Klynstra

ABSENT: Council members – Gruppen

Staff present: City Manager Klunder, City Attorney Donkersloot, Community Development Director Maday, Police Chief Jungel, and City Clerk Holmes

The invocation was offered by City Attorney Donkersloot.

The Pledge of Allegiance was recited.

Motion was made to excuse Mayor ProTem Gruppen due to personal reasons. Motion carried. All voting aye.

19.001 Approve Consent Agenda

Motion was made by Councilmember Timmer and seconded by Councilmember Kass to approve the consent agenda as presented.

1. Approve minutes of the regular meeting of December 17, 2018.
2. Approve minutes of the work-study session of December 17, 2018.

Roll call.

AYES: Lam, Broersma, Kass, Timmer, VanDorp, Mayor Klynstra

No Votes: None

Absent: Gruppen

***City Manager's Report***

*Planning Commission* – The PC held their regular monthly meeting on Thursday of this week. Some notable items from the meeting included the following.

1. The PC approved their annual Capital Improvement Project list. That list is attached hereto for your information and it will be included in the 2019 Goal Setting Packet.
2. Approved a site plan and special land use application for construction of a 3-unit 5,700 square foot building at 221 E. Washington (corner of Centennial and Washington).
3. Reviewed the Downtown Vision Plan Update as presented by Abby deRoo. The Planning Commission did not offer any changes to the plan. The Planning Commission will consider adopting the updated plan, by reference, as part of their City Master Plan Update which they are in the process of finalizing space within our downtown.

*Fire/Rescue Chief Update* - The city received 37 applications for the position of Fire/Rescue Chief. The search committee is set to meet on Monday to identify candidates to interview.

*Heather Wood-Gramza* – Please be reminded that the Library Advisory Board is hosting an open house for Heather on Tuesday, January 8 from 3 p.m. – 5:30 p.m. at the library.

*Central Dispatch Statistics* – Please find attached calendar year 2018 statistics from Central Dispatch on Ottawa County incidents as well as Zeeland Police and Fire/Rescue incidents.

*Cemetery/Parks Commission* – The commission will hold their next meeting on Wednesday, January 9th @ 5 p.m. An agenda is attached.

## **Swearing in of New Police Officer David Thompson, III.**

### **Recognition and Oath Ceremony for Police Lieutenant, Tom Ball & Sergeant, Kevin Cisler.**

#### 19.002 Police Vehicle Bid Award

Motion was made by Councilmember Broersma and seconded by Councilmember Timmer to approve the purchase of a 2019 Chevrolet Tahoe Police Package from Berger Chevrolet in the amount of \$35,170.

Roll call.

AYES: Broersma, Kass, Timmer, VanDorp, Lam, Mayor Klynstra

No Votes: None

Absent: Gruppen

#### 19.003 2019 Sentenced Work Abatement Program (SWAP) Service Agreement

Motion was made by Councilmember VanDorp and seconded by Councilmember Broersma to approve the Ottawa County Sentenced Work Abatement Program (SWAP) Service Agreement for the 2019 calendar year.

Roll call.

AYES: Kass, Timmer, VanDorp, Lam, Broersma, Mayor Klynstra

No Votes: None

Absent: Gruppen

#### 19.004 Alcohol Review Committee Appointment

Motion was made by Councilmember Kass and seconded by Councilmember Timmer to approve Mayor Klynstra's recommendation to appoint Cindy Koorstra to serve on the Alcohol License Review Committee.

Roll call.

AYES: Kass, Timmer, VanDorp, Lam, Broersma, Mayor Klynstra

No Votes: None

Absent: Gruppen

### **Old Water Tank Property (474 W. Main Ave) Discussion**

In the past few months the city has received some outside interest in our property at 474 W. Main. City Manager Klunder displayed a map of the property and explained it is immediately East of Sycamore Lane and we often refer to the property as the "old water tank" property as there is an underground water storage tank (no longer in service) on the back half of the property.

We recently performed a title search on the property to determine if it was owned by the city or Board of Public Works. The title search revealed that the city originally acquired the property on September 28, 1923. There were many subsequent transactions, additions or reductions to the original parcel. According to the title search the city received the parcel back from the Zeeland Board of Public Works in 1986.

Klunder asked City Council if they have any desire to consider disposing of the property or possibly leasing the property. The property is currently zoned in our Public Facilities District. The Future Land Use map identifies the parcel for single-family residential. There has been some commercial interest on the parcel mainly for parking. I did ask Tim Maday to provide a bit of information on converting the lot to residential. Maday provided the following. *"With a minimum lot size of 7,200 square feet for single family residential zoned parcels/site condos a maximum of four units could be constructed (35,370 sq. ft/7,200 sq. ft = 4.9125). However, our site condo regulations require a 66' wide ROW as part of the development for the common use private drives. With a 90' total width of the lot, the width of the*

*ROW would substantially reduce the number of units that could be placed on the site without a variances.*

After discussion, Council felt the parcel should be residential and the water tank should be removed from the property. We would also need to find out if there are any active utilities on those lots. Council wishes to pursue this matter further so the next steps are to (1) have the Planning Commission consider it as excess city property and (2) obtain an appraisal on the property at both 474 and 476 W. Main after the Planning Commission considers it excess property.

Being no further business to discuss, a motion was made and supported to adjourn the meeting at 7:47 p.m. Motion carried.

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Pamela Holmes, City Clerk