

Council Meeting  
Common Council  
March 18, 2019

The regular meeting of the Common Council was held at Zeeland City Hall, 21 S. Elm, Zeeland MI on Monday, March 18, 2019. Mayor Klynstra called the meeting to order at 7:00 p.m.

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

ABSENT: Council members – None

Staff present: City Manager Klunder, Asst. City Manager/Finance Director Plockmeyer, City Attorney Donkersloot, CWP Superintendent Engelsman, BPW General Manager Boatright, Marketing Director deRoo, Community Development Director Maday, and Deputy Clerk Humphrey

The invocation was offered by Pastor Art VanWolde, of Haven CRC.

The Pledge of Allegiance to the Flag of the United States of America was recited.

19.028 Approve Consent Agenda

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

1. Approve minutes of the regular meeting of March 4, 2019.
2. Approve minutes of the work-study session of March 4, 2019.
3. Receive for information the minutes of the Planning Commission from February 7, 2019.
4. Receive for information the minutes of the Alcohol License Review Committee from February 20, 2019.

Motion Carried.

Roll call.

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

No Votes: None

Absent: None

***Visitors***

Al Dannenberg, Ottawa County Commissioner addressed the Council and asked if they had any questions for him.

Debbie Albert, president of the Zeeland Historical Society and Mary Christopher, Historical Society Lead Fundraising Committee Member addressed the Council Members and provided information regarding their request for additional funding from the City of Zeeland.

***Communications***

Clerk received letter signed by the board members of the Zeeland Historical Society.

***City Manager's Report***

*Non-Motorized System Plan Draft* – Klunder thanked the Council for attending the presentation on March 11 and recapped the next steps identified.

*Historical Society Information* - In January of this year the Zeeland Historical Society presented a funding request to City Council in their effort to hire a full-time director of the museum and follow-up information was provided.

I have been asked when City Council might make a decision on the funding request. I have relayed that matters such as this typically have additional discussion and consideration during your budget sessions.

*Cemetery/Parks Commission* –The next meeting is to be held on March 20. Phase III of the Huizenga Park improvements has a potential for a start in 2020.

*FY 19/20 Budget* –City Council Budget Sessions will take place on March 25 and 26. March 27 should be reserved if a third night is needed. The proposed FY 19/20 budget will be distributed to City Council at the end of next week.

19.029           Liquor License Renewal for Vitale’s

Motion was made by Councilmember Gruppen and seconded by Councilmember VanDorp to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for Vitale’s of Zeeland, Inc. Motion Carried.

Roll call.

AYES: Timmer, Van Dorp, Lam, Broersma, Gruppen, Kass, Mayor Klynstra

No Votes: None

Absent: None

19.030           Liquor License Renewal for Public

Motion was made by Councilmember Broersma and seconded by Councilmember Timmer to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for Public. Motion Carried.

Roll call.

AYES: Van Dorp, Lam, Broersma, Gruppen, Kass, Timmer, Mayor Klynstra

No Votes: None

Absent: None

19.031           Liquor License Renewal for Elbo Room Bistro

Motion was made by Councilmember VanDorp and seconded by Councilmember Broersma to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for the Elbo Room Bistro. Motion Carried.

Roll call.

AYES: Lam, Broersma, Gruppen, Kass, Timmer, Van Dorp, Mayor Klynstra

No Votes: None

Absent: None

19.032           Liquor License Renewal for Tripel Root, LLC

Motion was made by Councilmember Kass and seconded by Councilmember Timmer to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for Tripel Root, LLC. Motion Carried.

Roll call.

AYES: Broersma, Gruppen, Kass, Timmer, Van Dorp, Lam, Mayor Klynstra

No Votes: None

Absent: None

19.033 Liquor License Renewal for A J's Grocery & Liquor

Motion was made by Councilmember Timmer and seconded by Councilmember Gruppen to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for AJ's Grocery & Liquor. Motion Carried.

Roll call.

AYES: Gruppen, Kass, Timmer, Van Dorp, Lam, Broersma, Mayor Klynstra

No Votes: None

Absent: None

19.034 Liquor License Renewal for Dollar General

Motion was made by Councilmember Lam and seconded by Councilmember VanDorp to approve the recommendation of the Alcohol License Review Committee not to oppose the Liquor License Renewal for Dollar General. Motion Carried.

Roll call.

AYES: Kass, Timmer, Van Dorp, Lam, Broersma, Gruppen, Mayor Klynstra

No Votes: None

Absent: None

19.035 Approve Police Union Contract

Motion was made by Councilmember Gruppen and seconded by Councilmember Broersma to approve the settlement agreement with the Police Officers' Labor Council as presented and authorize the city manager to sign the amended collective bargaining agreement with said terms included. Motion Carried.

Roll call.

AYES: Timmer, Van Dorp, Lam, Broersma, Gruppen, Kass, Mayor Klynstra

No Votes: None

Absent: None

19.036 Adopt TEDF Category B Grant Resolution

Motion was made by Councilmember Broersma and seconded by Councilmember Kass to adopt the resolution to establish a request for funding, designate an agent, attest to the existence of funds, and commit to implementing a maintenance program for Cherry Street Reconstruction, Carleton Street Reconstruction, and Lawrence Avenue Reconstruction funded by the Transportation Economic Development Fund Category B Program. Resolution Adopted.

Roll call.

AYES: Van Dorp, Lam, Broersma, Gruppen, Kass, Timmer, Mayor Klynstra

No Votes: None

Absent: None

19.037 Adopt Resolution Authorizing 2019 Refunding Bond - CWP

Motion was made by Councilmember VanDorp and seconded by Councilmember Gruppen to approve the Resolution Authorizing the 2019 Refunding Bonds as a private placement sale with Macatawa Bank in the amount \$1,280,000 to refund the 2009 Clean Water Plant Bonds and pay all issuance costs. Motion Carried.

Roll call.

AYES: Lam, Broersma, Gruppen, Kass, Timmer, Van Dorp, Mayor Klynstra

No Votes: None

Absent: None

19.038 Engage Robert W. Baird as Placement Agent for Refunding Bonds

Motion was made by Councilmember VanDorp and seconded by Councilmember Kass to allow City Staff to engage Robert W. Baird to serve as the placement agent for the City of Zeeland for the 2019 Refunding Bond. Motion Carried.

Roll call.

AYES: Broersma, Gruppen, Kass, Timmer, Van Dorp, Lam, Mayor Klynstra

No Votes: None

Absent: None

19.039 Ordinance 988 to Rezone Landco Holdings, Inc. Property

Motion was made by Councilmember VanDorp and seconded by Councilmember to adopt Ordinance 988 to rezone property owned by Lando Holdings, Inc. to I-1, Light Industrial District.

Roll call.

AYES: Gruppen, Kass, Timmer, Van Dorp, Lam, Broersma, Mayor Klynstra

No Votes: None

Absent: None

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Cindy Humphrey, Deputy Clerk

MEMORANDUM OF WORK-STUDY SESSION

Zeeland City Hall  
21 S. Elm, Zeeland MI  
Monday, March 18, 2019  
6:00 P.M.

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

ABSENT: Council members – None

Staff present: City Manager Klunder, Asst. City Manager/Finance Director Plockmeyer, City Attorney Donkersloot, CWP Superintendent Engelsman, BPW General Manager Boatright, Marketing Director deRoo, Community Development Director Maday, and Deputy Clerk Humphrey

Mayor Klynstra called the meeting to order at 6:00 p.m.

Alcohol Committee Report

City Manager Klunder explained that all but two license holders appeared at the Review Committee meeting on February 20. Those two licensees were sent letters highly urging them to send a representative to the City Council Meeting this afternoon. Attorney Donkersloot mentioned that general questions are asked during that review which often provides valuable feedback regarding. The licensees are given the opportunity to identify areas of concern, make suggestions for improvements, and ask questions about the City's rules and regulations. Making attendance at the Review Committee Meeting required was discussed.

Police Union Contract (7/1/19 – 6/30/22)

City Manager Klunder said the Collective Bargaining Agreement is set to expire on June 30, 2019. In January the Police Officers' Labor Council notified the City Manager, that they would like to bargain for a new agreement. The administrative side of bargaining was held primarily between City Manager Klunder and Chief Jungel. The tone of the discussions were very cooperative, and overall it seems the officers like working for the City very much and feel they are treated fairly. Klunder reviewed the suggested wage increases and changes to the agreement. He mentioned that the officers that left the City for other positions, a good portion went to the County. Overall Klunder feels that the recommended changes are fair. The union did unanimously approve the changes. Chief Jungel agreed with City Manager Klunder's recap and offered that it is not necessarily common for the Union to unanimously agree during negotiations.

TEDE Category B Grant Resolution

Asst. City Manager/Finance Director Plockmeyer recapped that in 2018 as part of the lame duck sessions, legislators carved out \$3,000,000 for a new Michigan Transportation Economic Development Grant Fund for cities and villages of less than 10,000 residents. The grant will provide up to \$250,000 per year with a 100% match. Applications are due on April 5. The intent is to apply these grant funds toward the reconstruction of Cherry Street from Elm to Church during the 2019 fiscal year, in 2020 toward Carlton Street between E. Washington and E. Main and Lawrence from Lee to the dead end.

Bond Refunding Resolution

Plockmeyer mentioned that discussions were had during the strategic action sessions, regarding possibly paying off some outstanding bonds with funds from the Legal Contingency Fund and Personal Property Tax Stabilization Fund. Plockmeyer reached out to Robert W. Baird said Macatawa Bank presented an offer to issue bonds in the amount we owe which would then give us 10-year bonds. This would make the interest rate drop from about 5.2% to 2.85% saving us about \$125,000 over the life of the loan. Also, it would mean we would be working with a local business.

Landco Holdings Rezoning

City Manager Klunder indicated that one of the negotiating requests if Landco Holdings was to sell some frontage to the City property would be that the 18,725 sq. ft. industrial buildable area would be rezoned to Industrial from Commercial. The Planning Commission has submitted a recommendation to do so which is what is before Council this evening.

Strategic Action Plan Update

City Manager Klunder covered the highlights and that staff has put a great deal of time and consideration to these items. Klunder explained three main points. Departments take their action steps and put together these outcome indicators, determine what is the value statement and assign leads on those chosen. Vision graphic continues to be refined and is very close to completion. Points assigned to action steps which will tie into the performance incentive plan if that is in place next year. Next Klunder reviewed each department's action steps as provided in the packet and asked Council to review and contact him with any comments or questions.

Motion was made by Councilmember Broersma and seconded by Councilmember Timmer to enter into a Closed Session to consider property purchase at 6:45 p.m. Motion Carried.

Roll call.

AYES: Kass, Timmer, Van Dorp, Lam, Broersma, Gruppen, Mayor Klynstra

No Votes: None

Absent: None

Motion was made by Councilmember Timmer and seconded by Councilmember Kaas to return to Work Study open session at 7:07 p.m.

Being no further business to discuss, the Work Study was adjourned at 7:10 p.m.

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Cindy Humphrey, Deputy Clerk