# Village of Spring Lake Council Work Session

December 12, 2022
7:00 p.m.
102 West Savidge Street (Upstairs Conference Room)
Spring Lake, MI 49456

[www.springlakevillage.org](http://www.springlakevillage.org)

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
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<tbody>
<tr>
<td>7:00 p.m.</td>
<td>Spring Lake District Library Annual Report + Refresh Update</td>
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<tr>
<td>7:20 p.m.</td>
<td>Barber School Recommendations (Elliott Stepanian)</td>
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<td>7:30 p.m.</td>
<td>2023 Meeting Schedule</td>
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<td>7:33 p.m.</td>
<td>MPO Policy Member Appointment</td>
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<td>7:36 p.m.</td>
<td>Budget Adjustments (Marv Hinga)</td>
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<td>7:39 p.m.</td>
<td>Unfunded Pension (Marv Hinga)</td>
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<td>7:41 p.m.</td>
<td>2023 Boat Slip Rental Rates</td>
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<td>7:44 p.m.</td>
<td>Waste Hauler ordinance update, annual rate review/licensing, and update on status of single-hauler feasibility review</td>
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<td>8:09 p.m.</td>
<td>Communications</td>
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<td>· Complaint - Merz</td>
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<td>· High water grant submission confirmation</td>
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<td>· Inquiry - Vargo</td>
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<td>· USDA Bid Authorization Schedule</td>
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<td>8:11 p.m.</td>
<td>Minutes</td>
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<td>Minutes of the November 14, 2022 Work Session and November 21, 2022 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Jordan Schwing prior to December 15.</td>
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<td>8:12 p.m.</td>
<td>Public Comment</td>
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<td>Council Meetings are open to the public, and as such, the public is invited to speak at the end of each meeting. Each speaker should ask to be recognized by the chair, must state their name and address for the record and should limit their comments to 3 minutes.</td>
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<td>8:15 p.m.</td>
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**WORK SESSION AGENDA REPORT**

**TO:** Village President Mark Powers & Village Council Members  
**FROM:** Chris Burns, Village Manager  
**DATE:** December 9, 2022  
**RE:** Spring Lake District Library Annual Report & Refresh Update

*Background:* Library Director Maggie McKeithan will be attending the Work Session to update Council on what has been happening at SLDL in 2022. One of the bigger tasks has been to work through a refresh of the library space.

*Issues & Questions Specified:* None.

*Alternatives:* None.

*Financial Impact:* None to the Village.

*Recommendation:* None.

*Attachments:* None.
Nearly 20 years after the doors opened, it’s time to re-evaluate the needs of our community and what the library can offer.

WAYS TO GIVE

- Give online at the Grand Haven Area Community Foundation to the Spring Lake District Library Renovation Fund. Use the QR code or go to ghacf.org/donate.
- Write a check made out to the Grand Haven Area Community Foundation and write “SLDL Renovation Fund” in the memo. Mail to: Grand Haven Area Community Foundation 1 S. Harbor Drive, Suite 2 Grand Haven, MI 49417
- Donate in person at the library.

FUNDRAISING GOAL
$675,000

The SLDL Board set aside some funds each year for future renovations. As a result, the Library Board has already saved about 65% of the amount needed. Your generous gift will allow us to update the library building to remain relevant to the patrons we serve.

The Spring Lake District Library serves as a living room, an office, a school, and a playroom, all at the same time. We have more demand than ever for quiet meeting spaces, small group meeting rooms, and space to spread out, especially for kids.

WE HAVE THREE MAIN GOALS FOR THE LIBRARY REFRESH.

- Transform the children’s section into a flexible space to inspire imagination and creativity.
- Create more quiet and private spaces for solo work, group work, and smaller meetings.
- Reorient the front desk so staff can easily welcome patrons as they come in.

For more information on the Refresh Project please visit sllib.org/refresh.
The Library Refresh Goals

Transform the children’s section into a flexible space to inspire imagination and creativity.

1. Create a new entrance to the children’s section.
2. Create a larger play area in the children’s section to accommodate more families.
3. Add a small stage in the children’s section for larger storytimes, children’s programs, and creative play.
4. Transform the Storytime Room into a Makerspace/STEM room for messy crafts, projects, and experiments.
5. Extend the existing patio to incorporate a children’s outdoor space.

Create more quiet and private spaces for solo work, group work, and smaller meetings.

6. Add a flex room next to the teen space, which can be used as a gaming or meeting room.
7. Add several small meeting rooms that fit 1-4 people.
8. Rearrange the adult areas to accommodate more varied types of seating – desks, comfy couches, armchairs, café tables.

Reorient the front desk so staff can easily welcome patrons as they come in.

9. Move the front desk to face east.
TO: Village President Mark Powers & Council Members
FROM: Elliott Stepanian, Assistant to the Village Manager
DATE: December 12, 2022
RE: Barber School Renovation Recommendations

Background: On May 16th Village Council appointed a focus group to review the future needs of Barber School. That focus group was comprised of the following individuals:

- David Dye – Architect (incoming HCC Member)
- Tamela Gallagher – Interior Designer
- Kristen Horine – Landscape Architect, Parks & Recreation Board Member (incoming Planning Commissioner)
- Sandy Parker – Small business owner, DDA Member
- Lesley VanLeeuwen-Vega – Graphic Designer, Planning Commissioner, DDA Member (and incoming Council Member)

Once the focus group completed their work, the findings were sent to the Historical Conservation Commission (HCC) for review.

Issues & Questions Specified: Does investment need to be made in Barber School to keep it safe and usable? Who pays for the proposed improvements?

Alternatives: Do nothing. However, there are some basic safety issues that should be addressed in order to provide a safe meeting space for public gatherings, including meetings and rentals.

Financial Impact: Varies based on the path selected.

Recommendation: The recommended course of action from the focus group is attached to this report.

At their November 28th meeting, the Historic Conservation Commission reviewed the focus group's recommendations for the Barber School Renovation Plan. The recommendations finalized by the HCC at their November meeting are as follows:
1. The small meeting room at Barber School should be repurposed for use as a “heritage room”. This room will serve as a historic archive and gallery, suitable for meetings and viewing historic artifacts.

2. The mural at Barber School should be relocated to the heritage room or another publicly visible space.

3. The HCC requests that Village Council recognize the history of the Barber School, and the role that the Heritage Festival has played in restoring the building to its current state and in the origination of the HCC. In accordance with the July 2, 1990 resolution of Village Council, the HCC requests that the Spring Lake Heritage Festival (previously Heritage League) have continued unimpeded access to the basement of Barber School. Current basement usage by the Village, including use of the workshop and maintenance of the basement bathroom, may continue. If any issues arise concerning the Barber School basement, including safety issues, the Village will consult the Heritage Festival.

**Attachments:**

Focus group recommendations
Resolution (July 2, 1990)
**Barber School Building + Grounds**  
**Project Recommendations**

### ENTRANCES/EXITS
- Replace all residential-style doors (4 singles/1 double) with commercial doors and panic hardware  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Full glazing on main entry door  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Electronic key pad access on doors  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1

### INTERIOR

#### Main Room
- Move wall mural to east wall of Heritage Room  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Repair/paint south wall  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Paint entry vestibule to match existing white walls  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Replace carpet tiles with cleanable luxury vinyl plank  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3
- If carpet tile is replaced, sound baffling and screening may be needed to reduce room noise  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3

#### Restrooms
- Replace older vinyl flooring to match hallway material  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3
- Evaluate need to replace fixtures in either room  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3

#### Heritage Room
- Prep east wall to install mural  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1

#### Kitchen
- Add lockable roll-up door over pass-through counter  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3
- Closetable door with key pad lock to kitchen entrance  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3
- Would allow renters to pay extra for kitchen access  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 3

#### Basement
- Begin charging rental for use of the storage rooms  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Install key pads on room doors  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Replace door at stairs in the NW corner with door that includes panic hardware  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1

### EXTERIOR
- Repair rotted siding areas or replacing all siding  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2
- When siding is repainted, should color be changed?  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2
- Improve lighting choices to match building character  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2

### GROUNDS
- Recommend that the gazebo be demolished  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Consider replacement pergola or other structure  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2
- Install wrought iron fence (SL standards) along north / south yard edges to create street barrier and define area limits where alcohol can be served  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2
- Trees/bushes inspected for trimming or removal  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 1
- Evaluate need for new landscaping across property  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2
- Evaluate sidewalks/hardscape for modification (ADA) depending on the pergola/structure design  
  - Functionality:  
  - Aesthetics:  
  - Maintenance:  
  - Safety/Security:  
  - Revenue:  
  - Priority: 2

*Note: All repairs/improvements may add to revenue, if venue events or storage rentals increase as a result*
Barber School Building + Grounds
Project Recommendations

PRIORITIZED 1

ENTRANCES/EXITS
- Replace all residential-style doors (4 singles/1 double) with commercial doors and panic hardware
- Full glazing on main entry door
- Electronic key pad access on doors

INTERIOR
Main Room
- Move wall mural to east wall of Heritage Room
- Repair/paint south wall
- Paint entry vestibule to match existing white walls

Heritage Room
- Prep east wall to install mural

Basement
- Begin charging rental for use of the storage rooms
- Install key pads on room doors
- Replace door at stairs in the NW corner with door that includes panic hardware

GROUNDS
- Recommend that the gazebo be demolished
- Trees/bushes inspected for trimming or removal

PRIORITIZED 2

EXTERIOR
- Repair rotted siding areas or replacing all siding
- When siding is repainted, should color be changed?
- Improve lighting choices to match building character

GROUNDS
- Consider replacement pergola or other structure
- Install wrought iron fence (SL standards) along north / south yard edges to create street barrier and define area limits where alcohol can be served
- Evaluate need for new landscaping across property
- Evaluate sidewalks/hardscape for modification (ADA) depending on the pergola/structure design

PRIORITIZED 3

INTERIOR
Main Room
- Replace carpet tiles with cleanable luxury vinyl plank
- If carpet tile is replaced, sound baffling and screening may be needed to reduce room noise

Restrooms
- Replace older vinyl flooring to match hallway material
- Evaluate need to replace fixtures in either room

Kitchen
- Add lockable roll-up door over pass-through counter
- Closable door with key pad lock to kitchen entrance
- Would allow renters to pay extra for kitchen access

*Note: All repairs/improvements may add to revenue, if venue events or storage rentals increase as a result*
Mr. Don Bailey  
Compliance Coordinator  
Neighborhood Builders Alliance  
Market Square Building, Suite 200  
309 N. Washington Avenue, Box 30242  
Lansing, MI 48909  

Re: Neighborhood Builders Alliance Grant #MSCB8478N - NBA  

Dear Mr. Bailey:  

Pursuant to our telephone conversation a week ago, this is to advise you that on Wednesday, July 11, 1990, the members of the Spring Lake Heritage League met in special session to discuss the matter of the current management of the Spring Lake Barber School Community Building, and its maintenance and operation by the Village of Spring Lake. It was agreed by those present that they are satisfied with the present arrangement and voted to continue as it is being operated.  

The Heritage League members are also satisfied with the Resolution approved by the Village Council as of July 2, 1990, regarding the Spring Lake Heritage League's use of the basement of the Barber School and its facilities; also the use of the entire building for special League events and fundraisers.  

We appreciate your interest on our behalf,  

Sincerely,  

Marvin VandenBosch,  
President  

Cc: Eric DeLong,  
Spring Lake Village Manager
Excerpts of Minutes

At a regular meeting of the Village council of the Village of Spring Lake, Ottawa County, Michigan, held on the 2nd day of July, 1990 at 7:30 P.M., local time:

PRESENT: Egyed, Fischer, Donner, Verplank, Fonte, Ruiter

ABSENT: Bolthouse

The President indicated that the next order of business was consideration of a resolution regarding the use of the Barber School by the Spring Lake Heritage League.

The following resolution was offered by Councilperson Fischer and supported by Councilperson Fonte.

"RESOLUTION

WHEREAS, the Spring Lake Heritage League has restored the Barber School now located at 102 West Exchange Street in the Village of Spring Lake; and

WHEREAS, the Spring Lake Heritage League has donated the completed building to the Village of Spring Lake to be utilized and maintained as a community center for all area residents; and

WHEREAS, the Spring Lake Heritage League has constructed office and storage space in the basement of the facility to be used as a regular meeting space for the league and for storage of league records; and

WHEREAS, the Spring Lake Heritage League also uses the building in conjunction with special events of its organization.

NOW THEREFORE BE IT RESOLVED, that the Village of Spring Lake does hereby grant the Spring Lake Heritage League uninterrupted access and use of the basement office and basement storage space in conjunction with its various meetings, activities and the related need for storage space."
Resolution
Page 2
July 2, 1990

AYES:  Egyed, Fischer, Donner, Verplank, Fonte, Ruiter

NAYS:  None

RESOLUTION DECLARED  Approved  DATED  July 2, 1990

Victoria Verplank
Victoria Verplank, President

Robert G. Lucking, Clerk
<table>
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<tr>
<th>Village Council</th>
<th>Village Council</th>
<th>Downtown Development Authority</th>
<th>Downtown Development Authority</th>
<th>Parks &amp; Recreation</th>
<th>Planning Commission</th>
<th>Zoning Board of Appeals*</th>
<th>Historic Commission</th>
<th>Harbor Transit</th>
<th>Sewer Authority</th>
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<tr>
<td>Work Session 7:00 p.m.</td>
<td>Regular Meetings 7:00 p.m.</td>
<td>12:00 p.m.</td>
<td>12:00:00 p.m.</td>
<td>7:00 p.m.</td>
<td>7:00 p.m.</td>
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<td>*06/12/23 6:00p.m. *06/12/23 7:00p.m.</td>
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<td># DDA Goal Setting/Strategic Planning Meeting 12:30 p.m. Barber School</td>
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<td>*Village Council Work Session 6:00 p.m. &amp; Village Council Special meeting to approved the Budget 7:00 p.m. June 20th meeting canceled</td>
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<td>♦ Parks &amp; Rec. meets one day later, due to holidays</td>
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<td># Planning Commission - Note one week early and Thursday instead of Tuesday</td>
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<td>*Meets on an &quot;as needed&quot; basis. Check website and Facebook for cancellations.</td>
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WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: December 9, 2022
RE: 2023 Board & Committee Meeting Dates

Background: Each December, Council sets the Board & Committee Meeting dates for the next calendar year.

Issues & Questions Specified: Should Council adjust the Planning Commission, ZBA, Parks & Recreation and DDA meetings to take into account various holidays?

Alternatives: N/A

Financial Impact: None.

Recommendation: Consent agenda item.

Attachments:

2023 Board & Committee Meeting Dates
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: December 9, 2022
RE: Metropolitan Transportation Organization (MPO) Appointment

Background: The role of the Policy Committee at the MPO is to approve amendments and other federally required documents and data that is presented to them. The same information goes to the MPO Technical Committee on the 1st Thursday of the month, and they are an advisory committee that makes the recommendation for approval to the Policy group. The Technical Committee is made up of Managers and Public Works staff (Wally Delamater is the SLT/SLV representative); the Policy Committee is made up of elected officials from all MPO road and transit agencies.

The Tech member (Wally) would generally meet with the Policy member before the Policy Committee meets to brief them on the action items for the upcoming meeting. The MPO Policy Committee meets on the 3rd Wednesday of the month at 1:30 p.m. in Muskegon.

Brian Mulnix, Program Manager for the West Michigan Shoreline Regional Development Commission (WMSRDC) would be happy to meet with any potential candidate to go over this in more detail. It really is an important role from the regional standpoint as we need to have approvals from the Policy Committee before any federal aid project can move forward, including MDOT jobs.

There are also resources on the WMSRDC website.

Issues & Questions Specified: Should the Village appoint an elected official to serve on the Policy Committee? While Wally Delamater has been attending the meetings in the absence of an elected official, he cannot be a voting member of the Policy Committee.

Alternatives: Do not appoint a Council Member to the MPO Policy Committee.

Financial Impact: While the Policy Committee can be viewed as a rubber stamp for the Technical Committee’s recommendation, it is important to have a vote at the table when it comes to divvying up federal road dollars.

Recommendation: Select a member of Village Council to serve on the Policy Committee and place this item on the Consent Agenda.

Attachments:

WestPlan Meeting Schedule for 2023
Council Member Appointments
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Powers</td>
<td>President</td>
<td>SLT/SLV Committee</td>
</tr>
<tr>
<td>Joel TePastte</td>
<td>President Pro-tem</td>
<td>Finance Committee</td>
</tr>
<tr>
<td>Dan Abbott</td>
<td></td>
<td>Finance Committee</td>
</tr>
<tr>
<td>Michael Duer</td>
<td></td>
<td>SLT/SLV Committee</td>
</tr>
<tr>
<td>Susan Petrus</td>
<td></td>
<td>Parks &amp; Recreation Liaison</td>
</tr>
<tr>
<td>Patrick Roggenbau</td>
<td></td>
<td>HCC Liaison</td>
</tr>
<tr>
<td>Lesley VanLeeuwen-Vega</td>
<td></td>
<td>DDA Liaison</td>
</tr>
<tr>
<td>Police Commission</td>
<td>Sewer Authority</td>
<td></td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------</td>
<td></td>
</tr>
</tbody>
</table>

ZBA Liaison

DDA Member
Planning Commission Liaison
WestPlan Meeting Schedule

FY 2023

Westplan Tech and Policy Committee meeting Schedule

Technical Committee (1st Thursday of the month at 1:30 P.M.)

- October 6, 2022
- November 3, 2022
- December 1, 2022
- January 5, 2023
- February 2, 2023
- March 2, 2023
- April 6, 2023
- May 4, 2023
- June 1, 2023
- July 6, 2023
- August 3, 2023
- September 7, 2023

Policy Committee (3rd Wednesday of the month at 1:30 P.M.)

- October 19, 2022
- November 16, 2022
- December 21, 2022
- January 18, 2023
- February 15, 2023
- March 15, 2023
- April 19, 2023
- May 17, 2023
- June 21, 2023
- July 19, 2023
- August 16, 2023
- September 20, 2023

-Dates are subject to change and cancellation at request of the Chairperson
### Village of Spring Lake
### December 2022 Budget Amendments

<table>
<thead>
<tr>
<th>Adjustment</th>
<th>Account</th>
<th>Fund</th>
<th>Dept.</th>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
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<td>#1</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>101-000.000-695.999</td>
<td>General</td>
<td>Revenue</td>
<td>Appropriation from Fund Balance</td>
<td>33,387</td>
<td>39,777</td>
<td>6,390</td>
<td></td>
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<tr>
<td>101-754.000-931.000</td>
<td>General</td>
<td>Central Park</td>
<td>Building Repairs and Maintenance</td>
<td>1,000</td>
<td>7,390</td>
<td>6,390</td>
<td></td>
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<tr>
<td>248-000.000-695.999</td>
<td>DDA</td>
<td>Revenue</td>
<td>Appropriation from Fund Balance</td>
<td>287,196</td>
<td>295,126</td>
<td>7,930</td>
<td></td>
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<tr>
<td>248-000.000-970.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Capital Outlay</td>
<td>400,000</td>
<td>407,930</td>
<td>7,930</td>
<td></td>
</tr>
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Adjust DDA and Central Park Budgets for roofing repairs contract awarded at the May 2022 Council Meeting.

| #2         |         |          |                        |                          |             |             |            |
| 202-451.000-820.000 | Major Streets | Construction | Engineering | 0 | 5,000 | 5,000 |
| 202-451.000-820.202 | Major Streets | Construction | West Michigan Regional Planning Dues | 1,060 | 1,150 | 90 |
| 202-451.000-978.000 | Major Streets | Construction | Paving | 70,000 | 64,575 | (5,425) |
| 202-463.000-830.000 | Major Streets | Routine Maintenance | Insurance | 1,600 | 1,685 | 85 |
| 202-480.000-740.000 | Major Streets | Trunkline Maintenance | Operating Supplies | 1,000 | 1,250 | 250 |

Adjust Major Streets Fund Budget

| #3         |         |          |                        |                          |             |             |            |
| 590-000.000-804.000 | Sewer | Sewer | Legal Fees | 1,250 | 6,000 | 4,750 |
| 590-000.000-818.002 | Sewer | Sewer | Sewer Authority Payments | 275,000 | 270,190 | (4,810) |
| 590-000.000-830.000 | Sewer | Sewer | Insurance | 6,700 | 6,760 | 60 |

Adjust Sewer Fund Budget.

| #4         |         |          |                        |                          |             |             |            |
| 591-000.000-540.000 | Water | Revenue | State Grants | 0 | 5,280 | 5,280 |
| 591-000.000-804.000 | Water | Water | Legal Fees | 1,000 | 6,000 | 5,000 |
| 591-000.000-830.000 | Water | Water | Insurance | 5,000 | 5,280 | 280 |

Adjust Water Fund Budget.

| #5         |         |          |                        |                          |             |             |            |
| 218-000.000-676.000 | Pathways | Revenue | Reimbursements | 0 | 1,400 | 1,400 |
| 218-444.000-702.000 | Pathways | Pathways | Full Time Wages | 1,200 | 2,500 | 1,300 |
| 218-444.000-713.000 | Pathways | Pathways | Social Security | 110 | 210 | 100 |

Adjust Pathways Budget.

| #6         |         |          |                        |                          |             |             |            |
| 203-451.000-978.000 | Local Streets | Construction | Paving | 10,000 | 7,700 | (2,300) |
| 203-463.000-702.000 | Local Streets | Routine Maintenance | Full Time Wages | 3,000 | 5,000 | 2,000 |
| 203-463.000-713.000 | Major Streets | Routine Maintenance | Social Security | 200 | 500 | 300 |

Adjust Local Streets Fund Budget
TO: Village President Mark Powers & Village Council Members
FROM: Marvin Hinga, Village Clerk/Treasurer
DATE: December 11, 2022
RE: Unfunded Pension Liabilities

**Background:** According to the December 31, 2021, MERS Valuation, the Village has an unfunded Police Pension Liability of $869,475. Through October 31 the Village and the City of Ferrysburg have each received credits of $22,781.25 from the Ottawa County Sheriff’s Office for police services. Ferrysburg City Manager Craig Bessinger has indicated that Ferrysburg has agreed to pay additional $22,500 toward the unfunded police pension liability.

The MERS Valuation from December 2021 listed the unfunded pension liability for the closed Pension Group 1 as $390,795. In past years the Village has made a supplemental payment $50,000 toward this group’s unfunded pension liability. A supplemental pension payment was not included in the current year’s budget. However, given the significant surpluses the Village had last year in the General Fund ($204,462), Major Streets Fund ($173,907) Water Fund ($241,827) and Sewer Fund ($558,282) the Village of Spring Lake is able to make a $50,000 supplemental payment toward Group 1 unfunded pension liability. The cost would be charged to the General Fund ($16,686), Major Streets ($3,322) Water ($11,876.53) and Sewer ($9,207.27) with the remaining $8,900 charged to Local Streets, the DDA, the Building Fund and the Equipment Fund.

**Issues & Questions Specified:** Should the Village make supplemental payment(s) toward unfunded pensions liabilities for the Police Group and the closed Pension Group 1. Does Council want the supplemental payment(s) made prior to December 31, 2022, so the payment(s) will be included in the December 31, 2022 MERS Valuation

**Alternatives:** Do not make any supplemental pension payments, make supplemental payments for both unfunded pension liabilities or choose to make a supplemental payment toward only one unfunded pension liability.

**Financial Impact:** None for the Police Activity. We would be shifting budgeted expenditures from Police Services to Police Pension. Half of the Police Pension payment would be covered by Ferrysburg. The $50,000 Group 1 payment would be spread across 8 funds.

**Recommendation:** Direct staff to make supplemental payment totaling $95,000 toward unfunded pension liabilities for Group 1 and the Police Group.

**Attachments:** Page 18 of the December 31, 2021 MERS Valuation. E-mail from Ferrysburg City Manager Craig Bessinger.
Table 6: Actuarial Accrued Liabilities and Valuation Assets as of December 31, 2021

<table>
<thead>
<tr>
<th>Division</th>
<th>Active Employees</th>
<th>Vested Former Employees</th>
<th>Retirees and Beneficiaries</th>
<th>Pending Refunds</th>
<th>Total</th>
<th>Valuation Assets</th>
<th>Percent Funded</th>
<th>Unfunded (Overfunded) Accrued Liabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 - Gnrl</td>
<td>$344,938</td>
<td>$379,859</td>
<td>$1,351,998</td>
<td>0</td>
<td>$2,076,295</td>
<td>$1,685,500</td>
<td>81.2%</td>
<td>$300,795</td>
</tr>
<tr>
<td>02 - Police</td>
<td>0</td>
<td>380,572</td>
<td>2,727,998</td>
<td>3,080</td>
<td>3,111,650</td>
<td>2,242,175</td>
<td>72.1%</td>
<td>869,475</td>
</tr>
<tr>
<td>10 - General New Hires after 9/1/1</td>
<td>51,837</td>
<td>0</td>
<td>0</td>
<td>12,374</td>
<td>64,211</td>
<td>208,589</td>
<td>324.8%</td>
<td>(144,378)</td>
</tr>
<tr>
<td>Total</td>
<td>$396,775</td>
<td>$750,931</td>
<td>$4,079,996</td>
<td>$15,454</td>
<td>$5,252,156</td>
<td>$4,136,264</td>
<td>78.8%</td>
<td>$1,113,892</td>
</tr>
</tbody>
</table>
Marv Hinga

From: Craig Bessinger <cbessinger@ferrysburg.org>
Sent: Tuesday, December 6, 2022 2:54 PM
To: Marv Hinga
Subject: RE: Police Unfunded Pension Liability

Marv,

I agree with your proposal. Thank you.

Craig Bessinger
City of Ferrysburg
17520 Ridge Avenue, P.O. Box 38
Ferrysburg, MI 49409-0038
P: 616-842-5803
C: 616-843-5028

From: Marv Hinga <marv@springlakevillage.org>
Sent: Tuesday, December 6, 2022 11:48 AM
To: Craig Bessinger <cbessinger@ferrysburg.org>
Cc: Christine Burns <christine@springlakevillage.org>
Subject: Police Unfunded Pension Liability

Good Morning Craig,

For the period from 07/01/22 to 10/31/22 Ferrysburg and the Village have each received $22,781.25 in credits from the Ottawa County Sheriff’s Office. Is it agreeable to you if this month I make an additional payment of $45,000 ($22,500 from the City, $22,500 from the Village) toward the unfunded police pension liability? Attached is a copy of the 2021 MERS Valuation. Table 6 on page 18 has the information on the unfunded police pension liability.

Thank you for your time and consideration.

Have a good day.

Marvin Hinga

VILLAGE CLERK/TREASURER, VILLAGE OF SPRING LAKE
102 W. Savidge St., Spring Lake, MI 49456
p 616.842.1393  f 616.847.1393
marv@springlakevillage.org
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: December 9, 2022
RE: 2023 Boat Slip Rental Rates

Background: Each year, Council considers rates for various rentals throughout the Village. Typically, rates are adjusted in conjunction with the budget in June. However, the timing of such is problematic for rentals such as boat slips, which commence in May. Licensees are required to get their deposit submitted early in the calendar year and it would be helpful if they knew what they were committing to, financially, prior to submitting their deposit.

The DDA will be discussing the proposed increase at their December 15, 2022 meeting.

Notable:

- The CPI for 2023 is 7.9%.
- There is a waiting list for the slips.
- The history of the rates is attached.

Issues & Questions Specified: Should Council adjust the 2023 boat slip rental rates now or wait until June?

Alternatives: Do not adjust rates now and wait until June to approve (which would take effect for the 2024 rental season).

Financial Impact: Varies based on path selected.

Recommendation: Motion to adjust the fee schedule to reflect the 2023 CPI increase (8%) for the rentals for the 2023 season. This item would not be placed on the Consent Agenda so that Council can consider the recommendation of the DDA at their regular meeting.

Attachments:
State Tax Commission Notice on CPI
History of Rental Rates
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<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Tanglefoot</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resident</td>
<td>$900.00</td>
<td>$900.00</td>
<td>$900.00</td>
<td>$1,000.00</td>
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<td>$1,100.00</td>
<td>$1,200.00</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$900.00</td>
<td>$900.00</td>
<td>$900.00</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
<td>$1,100.00</td>
<td>$1,200.00</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Mill Point</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>$600.00</td>
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<td>$850.00</td>
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<td>$750.00</td>
<td>$850.00</td>
<td>$900.00</td>
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*Proposed*
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<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023*</th>
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<td>$1,200.00</td>
<td>$1,300.00</td>
<td>$1,750.00</td>
<td>$1,781.00</td>
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<tr>
<td>$900.00</td>
<td>$1,000.00</td>
<td>$1,750.00</td>
<td>$1,890.00</td>
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Bulletin 17 of 2022
Inflation Rate Multiplier
November 15, 2022

TO: Assessors and Equalization Directors

FROM: Michigan State Tax Commission

SUBJECT: Inflation Rate Multiplier for use in the 2023 capped value formula and the "Headlee" Millage Reduction Fraction (MRF) formula

The calculation of the Inflation Rate Multiplier is set in statute in MCL 211.34d:

(i) "Inflation rate" means the ratio of the general price level for the state fiscal year ending in the calendar year immediately preceding the current year divided by the general price level for the state fiscal year ending in the calendar year before the year immediately preceding the current year.

(f) "General price level" means the annual average of the 12 monthly values for the United States consumer price index for all urban consumers as defined and officially reported by the United States Department of Labor, Bureau of Labor Statistics.

Calculation of 2023 Inflation Rate Multiplier

Based on the statutory requirements in MCL 211.34d, the calculation of the inflation rate multiplier for 2023 is as follows:

1. The 12 monthly values for October 2020 through September 2021 are averaged.
2. The 12 monthly values for October 2021 through September 2022 are averaged.
3. The ratio is calculated by dividing the average of column 2 by the average of column 1.

The specific numbers from the US Department of Labor, Bureau of Labor Statistics are as follows:
The following is a listing of the inflation rate multipliers used in the Capped Value and "Headlee" calculations since the start of Proposal A.

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<thead>
<tr>
<th>Year</th>
<th>IRM</th>
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</thead>
<tbody>
<tr>
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<td>2008</td>
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</tr>
<tr>
<td>2009</td>
<td>1.044</td>
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<table>
<thead>
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<th>IRM</th>
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<td>2021</td>
<td>1.014</td>
</tr>
<tr>
<td>2022</td>
<td>1.033</td>
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<tr>
<td>2023</td>
<td>1.05 (Capped Value)</td>
</tr>
<tr>
<td></td>
<td>1.079 (Headlee)</td>
</tr>
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</table>
Background: On August 8, 2022, Spring Lake Township approved a contract with Republic Services for a single-hauler model that goes into effect on January 1, 2023. Over the course of the past 4 months, staff has been gathering information regarding waste haulers within the area and investigating whether or not a single-hauler model is right for the Village. The Village issued an RFP for waste hauling on September 26, 2022. Proposed pricing from that RFP is attached.

A community engagement meeting was held on October 20th with a panel of 3 waste haulers; 4 Council Members were also present. A total of 48 residents attended the meeting, the majority of whom expressed concerns regarding the idea of going to a single-hauler model.

On November 12, 2022, a survey was distributed to all households within the Village. A total of 277 surveys were submitted before the survey was closed out on December 8, 2022. However, some data had to be scrubbed for various reasons, which took the number of surveys down to 240. Examples of reasons data was removed would be:

- More than one survey was submitted per household.
- Submissions were not made by Village residents.
- Initially, Question #4 was not formatted correctly. People who had already submitted a survey before the error was caught, were given an opportunity to resubmit. Their first submission was scrubbed from the data.

This survey (results attached) was not intended to be statistically significant. The purpose of the survey was to gauge what services residents would prefer to help guide a decision that positively impacts the majority of the residents in the community.

Take aways from the survey include:

- 51% of the respondents were Kuerth Customers
- 97% of the respondents were property owners (not renters)
- 99% received trash/recycling services, 43% pay for lawn waste collection, 10% pay for Christmas collection and 7% pay for bulk collection
- 78% of the respondents would prefer a la carte pricing
• 31% of the respondents would benefit from the ability to place their service on hold in the winter months
• When asked to rank 7 items in order of importance, price and customer service were almost equally important, followed by a commitment to the environment. The other 4 items ranked equally, but far less, important
• 76% of the respondents did not feel that subscribing to a trash service should be mandated
• 56% of the respondents wanted to keep both Spring & Fall clean-up
• Several people indicated that they were confused by the last question. There was not a significant difference between the 4 options as far as importance (reduced truck traffic, life expectancy of the streets, unlimited choice of waste haulers, price reduction generated by competitive bidding)

All the feedback (via email, snail mail and phone) that staff received was basically, "We like it how it is; just leave it alone." Another common theme was, "I don’t care about all the extra survey questions, I just wanted to tell you that I don’t want to switch haulers and you didn’t ask me that."

The reasoning behind not asking, “Do you want to switch haulers?” is that we already can surmise that people are happy with their current waste hauler; if they weren’t, they would have already switched.

**Issues & Questions Specified:**

- Should Council consider a change to the licensing model currently at play in the Village?
- What is the correct number of waste haulers who should be licensed in the Village?
- Should Council amend [Solid Waste Ordinance 300](https://example.com) to better reflect how trash service is handled within the Village?

**Alternatives:**

- **Status Quo**
- Move to a 2-hauler model. This would reduce the number of trucks on local streets by 1/3 but still allow residents the ability to choose a hauler.
- Complete Open Market. Decrease or remove the licensing fee to eliminate one barrier to entry for small waste haulers. As the ordinance ([300-13](https://example.com)) currently stands, we have 20 licenses available with only 3 being utilized. There are at least 2 other haulers in the area who may be interested in serving Village customers. After speaking with other haulers, the $250 licensing fee appears to be one barrier to entry for a complete open market.
- Single-hauler/two-district model. Use Savidge as the dividing line between north and south. One hauler would be assigned to each district. This model would reduce truck traffic by 2/3 in each district and provide equal business for two haulers. It would not give residents choice of haulers, but it would eliminate the argument that you’re taking business away from a small business owner (in fact, increasing one hauler’s market share).
- Single-hauler model. This model would reduce truck traffic, emissions, & pricing but would eliminate the residents’ ability to choose their hauler.
**Financial Impact:** There is no financial impact to the Village. Any financial impact would affect individual households.

**Recommendation:** Lame duck Council Members who are serving at their last meeting should not render a vote that would be implemented by a new Council in January. Staff recommends Council contemplate & discuss the information that has been shared at this meeting and allow the new Council to enact an ordinance or policy that they will be charged with enforcing in 2023 and beyond.

Staff also recommends addressing issues within the ordinance that do not reflect how solid waste is currently handled. As of press time, a redline version of some proposed changes was not available; proposed changes will be shared as soon as it becomes available. Any ordinance amendment(s) would have to follow the appropriate process (public hearing, publication, etc.) and would not be possible until January, at the earliest.

**Attachments:**

- Summary of survey results
- RFP for Solid Waste Collection
- RFP pricing
<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Trash Collection 2024 VB</td>
<td>Republic 231-375-2070</td>
<td>$25.73/month</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>$16.80/month*</td>
<td>Arrowaste 616-719-5330</td>
<td>$17.00/month</td>
<td>Arrowaste 616-719-5330</td>
<td>$18.03/month</td>
</tr>
<tr>
<td>Trash Collection 2025 VB</td>
<td>Republic 231-375-2070</td>
<td>$27.01/month</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>$17.64/month*</td>
<td>Arrowaste 616-719-5330</td>
<td>$17.50/month</td>
<td>Arrowaste 616-719-5330</td>
<td>$18.57/month</td>
</tr>
<tr>
<td>Trash Collection 2023 CB</td>
<td>Arrowaste 616-719-5330</td>
<td>$25.50/month</td>
<td>Arrowaste 616-719-5330</td>
<td>N/A</td>
<td>Arrowaste 616-719-5330</td>
<td>$18.00/month</td>
<td>Arrowaste 616-719-5330</td>
<td>$19.00/month</td>
</tr>
<tr>
<td>Trash Collection 2024 CB</td>
<td>Arrowaste 616-719-5330</td>
<td>$26.78/month</td>
<td>Arrowaste 616-719-5330</td>
<td>N/A</td>
<td>Arrowaste 616-719-5330</td>
<td>$18.54/month</td>
<td>Arrowaste 616-719-5330</td>
<td>$19.57/month</td>
</tr>
<tr>
<td>Container Size</td>
<td>Republic 231-375-2070</td>
<td>95/96 Gallon</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>95 Gallon</td>
<td>Arrowaste 616-719-5330</td>
<td>64 Gallon</td>
<td>Arrowaste 616-719-5330</td>
<td>96 Gallon</td>
</tr>
<tr>
<td>Container Size</td>
<td>Republic 231-375-2070</td>
<td>95/96 Gallon</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>65 Gallon</td>
<td>Arrowaste 616-719-5330</td>
<td>96 Gallon</td>
<td>Arrowaste 616-719-5330</td>
<td>96 Gallon</td>
</tr>
<tr>
<td>Bag Service</td>
<td>Republic 231-375-2070</td>
<td>No</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>No</td>
<td>Arrowaste 616-719-5330</td>
<td>No</td>
<td>Arrowaste 616-719-5330</td>
<td>No</td>
</tr>
<tr>
<td>Curbside Recycling w/Bag Service</td>
<td>Republic 231-375-2070</td>
<td>N/A</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>N/A</td>
<td>Arrowaste 616-719-5330</td>
<td>N/A</td>
<td>Arrowaste 616-719-5330</td>
<td>N/A</td>
</tr>
<tr>
<td>Yard Waste</td>
<td>Republic 231-375-2070</td>
<td>Included</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>$115/season</td>
<td>Arrowaste 616-719-5330</td>
<td>$144/season</td>
<td>Arrowaste 616-719-5330</td>
<td>$132/season</td>
</tr>
<tr>
<td>Container Size</td>
<td>Republic 231-375-2070</td>
<td>Up to 10 bags/week ($ for cart)</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>95 Gallon + &lt;8 paper bags</td>
<td>Arrowaste 616-719-5330</td>
<td>96 Gallon</td>
<td>Arrowaste 616-719-5330</td>
<td>96 Gallon</td>
</tr>
<tr>
<td>Christmas Trees</td>
<td>Republic 231-375-2070</td>
<td>Included (customers only)</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>Included (customers only)</td>
<td>Arrowaste 616-719-5330</td>
<td>Included (customers only)</td>
<td>Arrowaste 616-719-5330</td>
<td>Included (customers only)</td>
</tr>
<tr>
<td>Spring/Fall Clean-up</td>
<td>Republic 231-375-2070</td>
<td>Yes (customers only)</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>Yes (customers only)</td>
<td>Arrowaste 616-719-5330</td>
<td>Yes (customers only)</td>
<td>Arrowaste 616-719-5330</td>
<td>Yes (customers only)</td>
</tr>
<tr>
<td>Bulk Collection</td>
<td>Republic 231-375-2070</td>
<td>Included (weekly)</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>See Price Sheet</td>
<td>Arrowaste 616-719-5330</td>
<td>$30/item</td>
<td>Arrowaste 616-719-5330</td>
<td>$30/item</td>
</tr>
<tr>
<td>Start Time for Collection</td>
<td>Republic 231-375-2070</td>
<td>6:00 a.m.</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>5:00 a.m.</td>
<td>Arrowaste 616-719-5330</td>
<td>6:00 a.m.</td>
<td>Arrowaste 616-719-5330</td>
<td>6:00 a.m.</td>
</tr>
<tr>
<td>Contract Commencement</td>
<td>Republic 231-375-2070</td>
<td>2 months from signing</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>04/01/23</td>
<td>Arrowaste 616-719-5330</td>
<td>01/01/23</td>
<td>Arrowaste 616-719-5330</td>
<td>01/01/23</td>
</tr>
<tr>
<td>5 Years Experience in W. MI</td>
<td>Republic 231-375-2070</td>
<td>Yes</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>Yes</td>
<td>Arrowaste 616-719-5330</td>
<td>Yes</td>
<td>Arrowaste 616-719-5330</td>
<td>Yes</td>
</tr>
<tr>
<td>Current Number of Customers</td>
<td>Republic 231-375-2070</td>
<td>550</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>300</td>
<td>Arrowaste 616-719-5330</td>
<td>100</td>
<td>Arrowaste 616-719-5330</td>
<td>100</td>
</tr>
<tr>
<td>GH/SL/FB Chamber Member</td>
<td>Republic 231-375-2070</td>
<td>Yes</td>
<td>Kuerth Disposal 231-744-4967</td>
<td>Golf Outing Sponsor</td>
<td>Arrowaste 616-719-5330</td>
<td>No</td>
<td>Arrowaste 616-719-5330</td>
<td>No</td>
</tr>
</tbody>
</table>

**Local Non-profit Support**

- Coast Guard Festival
- Grand Haven Art Fair
- Feast/Strawberry Moon
- Recycle Pride
- Touch-a-Truck
- Soup for All

- Muskegon Sports Complex
- N. Muskegon Taste of Northside
- MI Irish Festival
- Muskegon YMCA

“Currently Spring Lake is not an area we have a heavy concentration of service. If we were awarded this agreement, we would be involved more in organizations and community events.”

**Notes:**

- **VB** = Village Billed
- **CB** = Contractor Billed
- *Rates subject to change based on the economy (i.e. landfill rates and fuel)*
The Village of Spring Lake
Request for Proposals
Solid Waste Collection

Request for Proposals (RFP) Solid Waste Collection and disposal services
Issue Date: September 26, 2022
Due Date: October 11, 2022 at 4:00 p.m.

I. Introduction

The Village of Spring Lake is soliciting proposals from qualified waste removal firms for the collection and disposal of garbage, trash, large items, recyclables and yard waste produced by residential dwellings within the Village of Spring Lake. Applicants must be fully licensed and insured with full capability to perform the requested services.

The Village of Spring Lake is a waterside community located 30 miles west of Grand Rapids. The population of Spring Lake was measured at 2,531 residents during the 2020 census.

II. Background Information

The Village of Spring Lake is in the process of moving to a single waste hauler for all residential accounts within Village boundaries. This is being done with the intent of reducing overall costs to residents and increasing the efficiency of waste removal within the Village. The Village intends to enter into a contract with a provider upon completion of this RFP process, with a term ending 12/31/2025.

The selected proposer must be a firm that provides waste removal services. The firm shall have at least five years of experience in West Michigan, providing such services.
III. Services Required

- The contractor shall collect bags or containers of properly prepared and placed garbage/trash, once each week on a designated day of the week, from each residential dwelling within the Village. Collection and disposal duties shall also include the removal and disposal of one large household/bulky item for each residence within the Village on a weekly basis.

- The contractor shall provide single-stream recycling carts to customers on an as-requested basis. The contractor shall collect recyclable materials, including plastics, glass and metals at least once every other week.

- The contractor shall collect yard clippings on a weekly basis, in season.

- The contractor shall collect Christmas trees between 12/26 and 01/02 each year.

- The contractor shall provide a spring and fall clean-up for large items.

- The contractor will make every effort to maintain a regular schedule and shall notify Village Officials if unusual and extreme weather result in delay or rescheduling of pickup. The contractor shall provide the Village with a local supervisory contact for resolution of any collection issues. The contractor will provide an annual schedule to the Village at the beginning of each year listing holidays and collection days.

- The contractor shall provide an adequate number of vehicles and equipment necessary to perform the collection services under the contract. All equipment shall be kept in good repair, appearance, and sanitary conditions at all times. Each vehicle shall be clearly identified on each side with name and telephone number of the contractor. Equipment and vehicles found to violate these requirements shall be removed from service and replaced with acceptable equipment.

- The contractor shall provide customer service information for residents to report issues with their quality of service.

IV. Submittal Requirements

The following information shall be required in the RFP submittal:

1. Letter of Transmittal- The letter is not intended to be a summary of the proposal itself. The letter of transmittal must contain the following statements and information:
   a. Company name, address, and telephone number(s) of the firm submitting the proposal.
b. Name, title, address, e-mail address, and telephone number of the person or persons to contact who are authorized to represent the firm and to whom correspondence should be directed.
c. Federal and state taxpayer identification numbers of the firm.
d. Briefly state your understanding of the services to be performed and commitment to provide the services as specified.
e. A corporate officer or other individual who is legally authorized to bind the applicant to both its proposals must sign the letter.
f. Statement which indicates, “proposals shall be valid and binding for ninety (90) days following proposal due date and will become part of the contract that is negotiated with the Village of Spring Lake.”

2. General Vendor Information- Provide the following information:
   a. Length of time in business of providing proposed services.
   b. Location of office in which would service this account (location of headquarters and any field offices that are not providing service to this project should also be listed).

3. Description of services- Provide the following information:
   a. Describe how your firm is positioned to provide the services listed in this request for proposals and provide a history of experience providing similar services.
   b. Describe your approach and methodology in providing these services.
   c. Provide insight on how your team will phase our project and your proposed schedule for each phase of our project.

4. References- Provide the following information:
   a. Name, title, address, and telephone number of three municipal references for whom you have provided services in Michigan over the past 5 years.
   b. Describe the actual services provided and the length of tenure providing services to each client referenced.

5. Staff Resources- Provide the following information:
   a. Identify names of principles and key personnel who, if your firm is selected, will actually provide the requested services.
   b. Summarize the experience and expertise of these members.
c. Describe the role and responsibilities that each of these individuals will have.

6. Default- Please provide the details of any action resulting in the termination (for default) of a contact in the past five years. Termination for default is defined as notice to stop performance due to the vendor’s non-performance or poor performance; and the issue was either (a) not litigated or (b) litigated, and such litigation determined the vendor to be in default. If default occurred, list complete name, address, and telephone number of the party. If the vendor has experienced NO such terminations for default in the past five years, declare that. The Village will evaluate the facts and may, at its sole discretion, reject the vendor’s proposal if the facts discovered indicate that completion of a contact resulting from this RFP may be jeopardized by selection of this vendor.

7. Summary- Please summarize your proposal and your firm’s qualifications. Additionally, you may articulate why your firm is pursuing this work and how the firm is uniquely qualified to perform the task. Include any other pertinent information that helps the Village of Spring Lake determine your overall qualifications. Your proposal summary is not to exceed two pages.

8. Costs of services- Provide the following information:

<table>
<thead>
<tr>
<th>Year</th>
<th>Pricing Village Billed</th>
<th>Pricing Contractor Billed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 (2023)</td>
<td></td>
<td></td>
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<tr>
<td>Year 2 (2024)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 3 (2025)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If there are additional charges (i.e. fuel surcharges) those should be annotated in the proposal.

9. Insurance- Contractor shall furnish a certified copy of General Liability Insurance, as well as worker’s compensation for the company and employees prior to beginning any work. The firm’s General Liability Insurance should be a minimum of $1,000,000.
10. Project Timeline
   a. RFP due: October 11, 2022 @ 4:00 p.m.
   b. Community Engagement: October 20, 2022 @ 5:30 p.m. (Barber School)
   c. Firm selected: November 21, 2022 @ 7:00 p.m. (Barber School)
   d. Contract commences: January 1, 2023

V. Evaluation Criteria and Process
   The selection committee (Spring Lake Downtown Development Authority) will conduct an evaluation of qualifications and will rate each submitted proposal based upon the following criteria:

   1. Experience
   2. Understanding of services to be provided
   3. Ability to provide the requested services
   4. Costs of services

VI. Deadline for Submissions of Proposals
   The Village of Spring Lake must receive the proposal prior to 4:00 p.m. prevailing time on Tuesday, October 11, 2022. One (1) electronic copy is also required. All copies of the proposal must be plainly marked as “Exclusive Waste Hauler Proposals.” Proposals may be hand-delivered, mailed or emailed to:

   Mrs. Christine Burns, Village Manager
   christine@springlakevillage.org
   Village of Spring Lake
   102 W. Savidge St
   Spring Lake, MI 49456

   Any questions regarding this proposal must be submitted no later than Thursday, October 6, 2022 to:

   Cristine Burns, Village Manager
   Phone (616) 842-1393

VII. Miscellaneous
   1. The Village of Spring Lake reserves the right to reject any and all proposals for failure to meet the requirements contained herein, to waive any technicalities, and to select the proposal that, in sole judgement of the Village of Spring Lake, best meets the requirements of the project.
2. The request for proposal creates no obligation on the part of the Village of Spring Lake to award a contract or to compensate the proposer for any costs incurred during proposal presentation, response, submission, presentation, or oral interviews (if held). The Village of Spring Lake reserves the right to award a contract based upon proposals received without further discussion or negotiation. Prospects should not rely upon the opportunity to alter their qualifications during discussions.

3. The Village of Spring Lake further reserves the right to make such investigation as it deems necessary to determine the ability of proposers to furnish the required services, and proposers shall furnish all such information for this purpose as the Village of Spring Lake may request.

4. Proposers must specifically identify any portions of their submittals deemed to contain confidential or proprietary information, or trade secrets. Those portions must be readily separable from the balance of the proposal. Such designations will not necessarily be conclusive, and proposers may be required to justify why the Village of Spring Lake should not, upon written request, disclose such materials.

5. Evaluation and Award- This is a request for proposal and not a bid process. Therefore, The Village of Spring Lake has the discretion to evaluate the qualitative as well as financial aspects of each proposal and make its selection based on what it considers to be in its best interest as a whole. The award and selection of the Vendor is solely within the discretion of the Village of Spring Lake. After the contract award has been announced, unsuccessful Vendors should not submit additional information for consideration by the Village of Spring Lake or have any subsequent contact with the Village of Spring Lake employees or officials, other than to receive debrief from an authorized individual.

6. Transportation Charges- Unless proposal clearly states otherwise, prices quoted will be considered to include all charges for transportation, packaging, crates, containers, etc., necessary to complete delivery on an F.O.B Destination basis.

7. Job Familiarization- Vendor is urged to make itself fully aware of all job and facility requirements. Vendor shall be responsible to question any discrepancies, errors, and/or omissions in the specification and totally familiarize itself with the full intent of this invitation of proposal. Failure to do so will not relieve Vendor of the responsibility to perform the full scope and quality of work expected by the Village of Spring Lake.

8. All submittals become the property of the Village of Spring Lake and will not be returned to the submitting form.
Q1 Please provide your name and Village address. One survey per household.

Answered: 240  Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name</td>
<td>100.00%</td>
</tr>
<tr>
<td>Company</td>
<td>0.00%</td>
</tr>
<tr>
<td>Address</td>
<td>100.00%</td>
</tr>
<tr>
<td>Address 2</td>
<td>0.00%</td>
</tr>
<tr>
<td>City/Town</td>
<td>100.00%</td>
</tr>
<tr>
<td>State/Province</td>
<td>0.00%</td>
</tr>
<tr>
<td>ZIP/Postal Code</td>
<td>100.00%</td>
</tr>
<tr>
<td>Country</td>
<td>0.00%</td>
</tr>
<tr>
<td>Email Address</td>
<td>94.17%</td>
</tr>
<tr>
<td>Phone Number</td>
<td>82.92%</td>
</tr>
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</table>
Q2 Which waste hauler do you currently subscribe to?

Answered: 240  Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrowaste</td>
<td>2.92%</td>
</tr>
<tr>
<td>Kuerth's Disposal</td>
<td>51.25%</td>
</tr>
<tr>
<td>Republic Services</td>
<td>43.75%</td>
</tr>
<tr>
<td>I do not have a waste hauler</td>
<td>2.08%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>240</strong></td>
</tr>
</tbody>
</table>
Q3 Do you own or rent your home?

Answered: 240  Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Own</td>
<td>97.08%</td>
</tr>
<tr>
<td>Rent</td>
<td>2.92%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>
Q4 Which services do you currently pay for with your waste hauler subscription?

Answered: 194  Skipped: 46

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trash/Recycling</td>
<td>98.97%</td>
</tr>
<tr>
<td>Lawn Waste</td>
<td>42.78%</td>
</tr>
<tr>
<td>Christmas Trees</td>
<td>10.31%</td>
</tr>
<tr>
<td>Bulk Collection (furniture, home appliances, etc)</td>
<td>6.70%</td>
</tr>
<tr>
<td>Total Respondents: 194</td>
<td></td>
</tr>
</tbody>
</table>
Q5 If given the choice, would you prefer to have pricing that included all the above or would you prefer to choose the items a la carte (keeping in mind that recycling must be provided, per Village ordinance)?

Answered: 240  Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>All-inclusive pricing</td>
<td>22.08%</td>
</tr>
<tr>
<td>A la carte</td>
<td>77.92%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>240</td>
</tr>
</tbody>
</table>
Q6 If given the option to put your waste collection service on hold for 3 months each winter (i.e. for snowbirds), would you take advantage of that offer?

Answered: 236   Skipped: 4

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>31.78%</td>
</tr>
<tr>
<td>No</td>
<td>68.22%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>
Q7 When contemplating a waste hauler, please rank the following items in order of importance to you (with 1 being the most important and 7 being the least important).

Answered: 240  Skipped: 0

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>TOTAL</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>57.58%</td>
<td>19.91%</td>
<td>12.12%</td>
<td>5.19%</td>
<td>2.16%</td>
<td>0.87%</td>
<td>0.00%</td>
<td>6.14</td>
<td></td>
</tr>
<tr>
<td>Size of company</td>
<td>2.69%</td>
<td>6.28%</td>
<td>12.11%</td>
<td>13.00%</td>
<td>13.45%</td>
<td>15.25%</td>
<td>223</td>
<td>2.77</td>
<td></td>
</tr>
<tr>
<td>Customer service</td>
<td>30.57%</td>
<td>44.54%</td>
<td>17.03%</td>
<td>3.93%</td>
<td>3.49%</td>
<td>0.44%</td>
<td>0.00%</td>
<td>5.93</td>
<td></td>
</tr>
<tr>
<td>Commitment to the environment (demonstrated efforts towards sustainability)</td>
<td>10.57%</td>
<td>19.38%</td>
<td>29.07%</td>
<td>20.26%</td>
<td>11.89%</td>
<td>4.85%</td>
<td>3.96%</td>
<td>4.66</td>
<td></td>
</tr>
<tr>
<td>Local support of non-profit organizations</td>
<td>0.44%</td>
<td>2.65%</td>
<td>8.41%</td>
<td>21.68%</td>
<td>27.43%</td>
<td>21.24%</td>
<td>18.14%</td>
<td>2.91</td>
<td></td>
</tr>
<tr>
<td>Technology - ability to report customer service issues via app</td>
<td>0.44%</td>
<td>2.67%</td>
<td>13.33%</td>
<td>16.44%</td>
<td>26.22%</td>
<td>20.44%</td>
<td>20.44%</td>
<td>2.92</td>
<td></td>
</tr>
<tr>
<td>Modern equipment</td>
<td>2.21%</td>
<td>4.42%</td>
<td>7.96%</td>
<td>19.47%</td>
<td>14.16%</td>
<td>34.07%</td>
<td>17.70%</td>
<td>2.88</td>
<td></td>
</tr>
</tbody>
</table>
Q8 Do you feel that all residents should be mandated to have trash collection service?

Answered: 236  Skipped: 4

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>24.15%</td>
</tr>
<tr>
<td>No</td>
<td>75.85%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>
Q9 There is, of course, a cost to provide spring and fall clean-up and weekly bulk collection for residents. Which large item collection model would you prefer, given the choice?

Answered: 239  Skipped: 1

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring clean-up</td>
<td>9.62% 23</td>
</tr>
<tr>
<td>Fall clean-up</td>
<td>6.28% 15</td>
</tr>
<tr>
<td>Both spring &amp; fall clean-up</td>
<td>55.65% 133</td>
</tr>
<tr>
<td>I prefer a pay-to-play...</td>
<td>28.45% 68</td>
</tr>
</tbody>
</table>

TOTAL 239
Q10 When thinking about shifting to a single waste hauler, please rank the following items on importance to you. (1 being NOT IMPORTANT and 4 being VERY IMPORTANT)

Answered: 237   Skipped: 3

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>TOTAL</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduced truck traffic in the Village</td>
<td>34.53%</td>
<td>26.91%</td>
<td>21.97%</td>
<td>16.59%</td>
<td>223</td>
<td>2.79</td>
</tr>
<tr>
<td>Life expectancy of streets</td>
<td>14.09%</td>
<td>35.91%</td>
<td>33.64%</td>
<td>16.36%</td>
<td>220</td>
<td>2.48</td>
</tr>
<tr>
<td>Unlimited choice of waste haulers</td>
<td>24.89%</td>
<td>16.89%</td>
<td>14.22%</td>
<td>44.00%</td>
<td>225</td>
<td>2.23</td>
</tr>
<tr>
<td>Price reduction generated by competitive bidding</td>
<td>29.78%</td>
<td>18.67%</td>
<td>28.44%</td>
<td>23.11%</td>
<td>225</td>
<td>2.55</td>
</tr>
</tbody>
</table>
Good morning Mr. Merz,

I’ve had an opportunity to look into your complaint regarding Republic Services. A copy of the Village’s ordinance related to Solid Waste Collection indicates that waste haulers may collect trash between the hours of 6:00 a.m. and 7:00 p.m.

With that small of a cul de sac on Fleser, it would be impossible for any trash truck to navigate without a multi-point turn. Unfortunately, there’s not much we can do about the size of your cul de sac.

I’m waiting on a reply from Republic on the GPS data showing when their trucks have been on Fleser, where their customers are located and how often the collection has taken place on a day other than Wednesday. Once I have that information, I will circle back with you.

Fondly,
From: dale merz <merzd22@hotmail.com>  
Sent: Tuesday, December 6, 2022 8:53 AM  
To: Christine Burns <christine@springlakevillage.org>  
Subject: Refuse service

Good morning, If I am complaining to the wrong person please let me know. Last Friday at 6:30 am with a Republic truck picking up Wednesdays refuse! When you live on a dead end street the problem is magnified with back up alarms and the driver trying to do a 21 point turn around at the end of the street in front of my house. All the other companies always pick everything up on Wednesday, I have no idea if the village has any leverage with Republic but this is getting to be a regular occurrence. Again if I am complaining to the wrong person let me know.

Thanks Dale
For your records.

Thank you,

Elizabeth Butler
Director of Economic Development Strategic Directions
Office: (616) 846-3153
Cell: (616) 240-0646
ebutler@grandhavenchamber.org
One South Harbor Dr.
Grand Haven, Michigan 49417
grandhavenchamber.org

Good morning, Elizabeth

This is to confirm that we received your application for this year’s High Water funding. Once the review process begins, we will reach out with any clarifying questions or requests for additional information.

Thank you for taking the time to submit your application and we look forward to reviewing.

Corey Velandra
Michigan Coastal Management Program – Secretary
Water Resources Division
Michigan Department of Environment, Great Lakes, and Energy
Telephone: 517-290-2939
Attached is the 2023 Application for the State High Water Infrastructure Grant Program, submitted by the Village of Spring Lake. Please confirm receipt of the application.

Thank you,

Elizabeth Butler
Director of Economic Development Strategic Directions

Office: (616) 846-3153
Cell: (616) 240-0646
ebutler@grandhavenchamber.org
One South Harbor Dr.
Grand Haven, Michigan 49417
grandhavenchamber.org
Ms. Vargo,

We received permission from the USDA yesterday to release the bids: Here is the timeline that our Engineer has established:

*Advertisement for Bids: Wednesday, December 14, 2022*
*Prebid Meeting: Wednesday, January 4, 2023*
*Open Bids: Wednesday, January 18, 2023 (Due to the size of the project, a five-week advertisement would be beneficial)*
*Tentative Council Award: Monday, February 20, 2023*

Until the bid is awarded and we meet with the contractor, we will not know what their proposed timeline is. We should know more early spring.

Fondly,

Chris

Christine Burns

VILLAGE MANAGER, VILLAGE OF SPRING LAKE
102 W. Savidge St., Spring Lake, MI 49456

p 616.842.1393  f 616.847.1393
christine@springlakevillage.org

---

Christine,

We hope that you had a great Thanksgiving. We are trying to decide when to return to Spring Lake this summer. Do you know if the water/sewer project will happen in 2023?

Vicki Vargo
321-947-3381
Friday, December 09, 2022

Douglas and Katy Burton
C/O Starion Breads, LLC
vb617cs@gmail.com

RID # RQ-2207-08201 Reference/Transaction: Transfer ownership 2022 Class C & SDM License with Sunday Sales Permit(AM), Sunday Sales Permit(PM), Dance-Entertainment Permit, Catering Permit, Outdoor Service(2 areas) and (2) bars from Village Baker, LLC; New Sunday Sales Permit(PM) for the SDM License- mixed spirit drink; Conditional License

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Starion Breads, LLC

Business address and phone number: 617 E. Savidge St., Spring Lake, MI 49456-1956

Home address and phone number of partner(s)/subordinates:
Douglas R. Burton 3531 Fawn View Dr., Zeeland, MI 49464-6836 cell: (248) 298-9990
Kathryn M. Burton 3531 Fawn View Dr., Zeeland, MI 49464-6836 cell (203) 247-2118

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Grand Rapids District Office (616) 447-2647

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.

A copy of this notice is also being provided to Local Governmental Unit should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

AS

cc: Spring Lake Village (marv@springlakevillage.org)
Village Baker, LLC (oranfoster@gmail.com)
Hi Paul,

I have reviewed with the Village and we are planning on the following schedule to bid the project:

Advertisement for Bids: Wednesday, December 14, 2022
Prebid Meeting: Thursday, January 5, 2023
Open Bids: Wednesday, January 18, 2023 (Due to the size of the project, a five-week advertisement would be beneficial)
Tentative Council Award: Monday, February 20, 2023

We are planning to utilize Bid Express for electronic bids. Please let me know if you see any issues with the schedule or if we need to make any changes.

Thanks

Ryan Arends, P.E.
President Powers called the meeting to order at 7:00 p.m.

1. **Annual Audit Presentation (Doug Vredeveld)** - Vredeveld discussed the results of the Village financial audit and expound on the graphs provided in the report.

   Powers questioned the measures in place to prevent embezzlement or fraud during the invoice entry process. Vredeveld explained the general controls in place. Burns explained the invoice system process and the segregation of duties that is in place to prevent a single individual from having sole custody of a transaction.

   Powers indicated concern regarding the general fund balance being too high. Burns explained that the funds have not been utilized because it will be used to match the grants that have been applied for to address high water damage around the Village. Vredeveld clarified that the Pension Liability was documented as of December 31st and would likely be much higher next June. Powers and Hinga discussed the contribution rate for pensions and potential future changes in the amount.

2. **Update on Short-term Rental Ordinance (Cassie Hoisington)** - Hoisington discussed the Short-term rental committee and request a 3-month extension of the moratorium, until February 21st, 2023, so that the delays attributed to scheduling complications could be addressed.

   Council considered the request before placing it on the agenda for further discussion at the Meeting.

3. **Traffic Study Results (Pete LaMourie)** – LaMourie explained that the assessment of the Lake-Leonard-Grandview intersection involved a traffic count, during peak travel hours, as well as the crash data spanning the past 5 years. Based on this information it was determined that from an empirical standpoint the data collected does not reflect a need for many changes. LaMourie discussed possible solutions ranging from new signage to the conversion of the intersection to a more standard geometric design.

   Council discussed the best course of action to pursue and decided to refresh the crosswalk on Lake in the spring and add additional signage.

4. **Development Agreement Extension 209 W. Exchange** – Burns notified Council that American Repair Maintenance (ARM) is seeking an extension on the development agreement with for the property located at 209 W. Exchange. The original deadline was December 31, 2023 and they are seeking an extension until December 31, 2025.

   Powers questioned the DDA’s stance on the extension, since the DDA has not spoken on this extension, this item will not be placed on the consent agenda so that their recommendation could be taken into consideration.

5. **USDA Project Update (Wally Delamater)** - Delamater updated Council on the infrastructure project list that is being funded by the $7.2 million borrowed from USDA Funds. Delamater discussed the State mandate that lead service lines be replaced. He stated that while the Village does not have lead lines, there are lead gooseneck connector pieces that are addressed in the mandate. Delamater discussed details of the USDA funds and the contractual delay resulting in a delay on receiving the required bonds to pursue the documented infrastructure projects.

   Council discussed details of the Lead Service Line requirements and how to best utilize the USDA funds.
6. **Purchase of Kage Pusher (Wally Delamater)** - Delamater discussed demonstrating a Kage snow pusher during the 2022/2023 winter; however, the Kage snow pusher is only available to be leased or purchased. A lease would cost for $500/month for up to 5 months ($2500), while it can be purchased for $9,500.

Burns notified Council that Sullivan did not recommend that the Village sign the lease and spoke on the alternate option of purchasing the snow pusher.

Council discussed the advantages and disadvantages of purchasing the Kage Snow Pusher before placing the purchase of the snow pusher on the consent agenda.

7. **DPW Truck Purchase (Wally Delamater)** - Delamater detailed the delays regarding the order of a new Department of Public Works truck through the MiDeal purchasing program, following an abrupt cancellation of the original order that was approved during the October 2021 Council meeting. Delamater explained that the dealership projects that the price of the truck has increased since the original order was placed.

Council discussed the projected increased budget and appearance for the new truck.

The purchase of a DPW Truck through the MiDeal purchasing program for an amount not to exceed $58,000 was added to the consent agenda.

8. **Decorative Light Pole Replacements (Wally Delamater)** - Delamater discussed replacement options for the 8 decorative light poles that have been struck by vehicles over the past couple of years.

Council considered the replacement of the 8 decorative light poles.

The purchase of 8 replacement light poles from Kendall Electric in an amount not to exceed $28,299 was added to the consent agenda.

9. **Budget Amendments (Marv Hinga)** – Hinga spoke on 4 budget adjustments necessary to accommodate expenditures approved by the Council and to facilitate continued operations of area parks.

Council accessed the amendments proposed for the 2022/2023 budget.

Approval of the budget amendments for fiscal year 2022/2023 was added to the consent agenda.

10. **Donation to the Art in the Park Fund** – Burns spoke on the donor who wished to donate $2000 to the art in the park fund. Burns explained that the donor has asked to work with the art curating committee and the high school to incorporate more art and utilize the students’ talent around the Village.

Council placed acceptance of the donation for Art in the Park, allowing the donor to work with SLHS art students, on the consent agenda.

11. **Annual Board & Committee Appointments** – Burns discussed the open seats on various Boards and the applicants recommended by their respective Board to fill those vacancies. Burns also commented on the need for Council liaisons for the Historic Conservation Commission, the Planning Commission, and the Zoning Board of Appeals.

Council reviewed the recommended applicants for the Board and Committee vacancies.

<table>
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</tr>
<tr>
<td>Historic Conservation Commission (Council Liaison)</td>
<td>Patrick Roggenbau</td>
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</tbody>
</table>
Powers sought a Council Liaison for the Zoning Board of appeals. Duer volunteered to be the Council liaison for the Zoning Board of Appeals.

Approval of the proposed Board and Committee Appointments was added to the consent agenda.

12. Resolution of Support Coastal Grant – Burns discussed the details and benefits of the Grant and how it would provide funds to address the high-water damage that occurred around the Village. Burns continued to explain that funds to match the Grant would be required and that the DDA would cover the locations within its boundary, the rest would need to be taken from the general fund, resulting in equal payments of $120,000 from each account.

Council accessed the proposed grant application and its financial impact.

Approval for the submission of a Water Resources Division grant application was added to the consent agenda.

13. EV Charging Amendment – Burns explained have been delays regarding the DC fast chargers located on S. Cutler St because Consumer’s Energy has not yet approved the allocation for that particular grant.

Council placed approval for an amendment to the EV Charging agreement on the consent agenda.

14. TDS Contract (Marv Hinga)- Hinga spoke on TDS decommissioning copper phone lines at Village Hall and converting to a digital phone service. Hinga explained that this conversion would reduce the Village phone payments to approximately $75/month from the current $105/month.

Council added approval of the digital phone service contract with TDS to the consent agenda.

15. Employee Assistance Program – Burns explained that the Village does not currently have an employee assistance program (EAP) in place to assist with the procurement and financing of mental health for employees. Burns stated that is seeking quotes for services for an EAP program.

Council discussed the advantages and disadvantages of an EAP program for Village employees and determined that it will be revisited in the future once more comprehensive information is available.

16. Notice of Intent to Issue Bonds (Marv Hinga)- Hinga spoke on the previously posted notice of intent to issue $3.4 million in water supply bonds, however the USDA finance water improvements are now at $4.2 million; resulting in another notice of intent to be posted with this information to remain in compliance with the State of Michigan requirements.

Council placed approval of the resolution to purchase, acquire and construct improvements to the water supply system and to public notice of intent to issue revenue bonds to the consent agenda.

17. Waste Hauler Licensing Update – Burns presented a PowerPoint detailing the information that has been gathered thus far regarding the benefits of a single waste hauler and a comprehensive explanation of the difference between monopoly vs. oligopoly structures. Burns informed Council that she had consulted with Dr. Paul Isely, the Associate Dean for undergraduate Business studies at Grand Valley State University, to ensure that the information being provided was factual. Burns detailed the survey process that was distributed on postcards to Village Residents and how that information will be complied and considered in making a decision.

18. Communications-
   - Complaint – Gaskill
   - Compliment – Dye
Inquiry - Cleghorn
GHACF Reports LCC

19. Minutes – Minutes of the October 10, 2022 Work Session and October 17, 2022 regular meeting were attached for review.

20. Public Comment –

Debra Holdmann, 214 Douglas Ct, (2:19:01) – Expressed dissatisfaction with the information provided at the community engagement event and the fact that her specific question was not answered. She asked how to stop the Village moving forward with implementing a single waste hauler. She felt residents should have a choice in the haulers they are responsible for paying for.

Nancy Girvin, 311 N Division, - Questioned the formatting of the online questionnaire that was made accessible to residents and the validity of the results it provides because she was not able to select multiple answers that more accurately described her waste hauler usage.

Kristen Epplett, 511 E Savidge, - Explained that she was a longtime Village resident that has always used Kuerth’s Disposal for her trash and does not understand why changing to a single waste hauler is being discussed. She expressed concerns regarding an increased cost of service if a single waste hauler is selected and that potential economic impact.

Renee Vanderark, 221 Barber St, - Explained that she utilizes bag service, where she pays per bag instead of a base rate and how she would lose that if Republic was selected as the single waste hauler. She detailed her poor experience with Republic and expressed her praise for Kuerth’s Disposal Service.

Kris Tober, 623 Summer St, -Expressed a desire to see more of an effort to Go Green instead of looking into waste haulers; and that the decision should be postponed until a future date.

Leonard Peck, 205 South St, - Questioned Burns on whether or not she planned to end the Village leaf pickup because if the Village is “following Grand Haven” that is a service Grand Haven has discontinued.

Lynn Gleason, 624 River St, - Spoke on her search into each waste hauler’s recycling program. She also detailed a positive experience with Kuerth’s Disposal service during a time when she needed assistance.

Ellen Peck, 205 South St, - spoke on behalf of an elderly neighbor, who utilizes bag service, and the concerns regarding the Village switching to a Hauler that does not provide this service. She requested that Council take the elderly into consideration when making this decision.

Christine Hunt, 214 Exchange, explained that she is a customer of Republic Disposal and the difficulties of getting into contact with the service to address missed recycling pickups or any other concerns with the service.

Kathryn Maki, 708 Summer St, stated that she was pleased with the recent turnout of minutes and the increased informational communications provided by the Village. She spoke on the Lead service line replacements and discussed her observations regarding the decorative light pole budget and installation. She concluded by expressing her support of an a la carte trash disposal service.

Alanna Van Hoeven, 527 Grandview, stated that she is a customer of Republic, however she does not believe that the freedom of choice should be taken from residents. She also discussed the traffic study and compared the impact of garbage trucks on the street with school buses. She concluded by expressing concern that a single waste hauler could set a precedent for changes in other services in the future.
Jennifer Schippers, 363 S Lake Ave, - Explained that she is a Republic customer and her discontent with the service they provided. She asserted that Village residents should have a choice in their waste hauler.

Doubek, 732 Summer, asserted that if Republic is selected as the single waste hauler, that the other two providers have expressed an unwillingness to return to the area, resulting in a monopoly.

Russell Boersma, Arrowaste, stated that people chose their service because of the quality of service. He acknowledged that if they were not selected, they would probably not be back to bid again due to the expenses involved in retrieving their existing containers and the potential need to redistribute them again in the future. He also explained that he didn’t understand the RFP. He concluded by stating that the survey the Village provided residents was not straight forward and that may have caused some confusion.

Jacquie Kunnen, Kuerth’s Disposal, explained that Kuerth’s bid was also a la carte and that the RFP did not explicitly state that an all-inclusive quote was required. She requested that clarification be provided on the Village’s website and social media. She also expressed the desire for the Village’s survey to be more straight forward with a question asking residents if they wanted a single waste hauler or not.

21. **Adjournment**- There being no further business, Village Council adjourned the meeting at 9:33 p.m.

Mark Powers, Village President

Jordan Schwing, Deputy Clerk
Call to Order

President Powers called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Present: Abbott, Duer, Miller, Petrus, Powers, TePastte, Van Strate
Absent: None

Approval of the Agenda

Motion by TePastte, second from Duer, to approve the agenda.

Yes: 7   No: 0

Consent Agenda

A. Consideration of a motion approving the payment of the bills (checks numbered 62547 to 62604 and electronic payments 315 to 324) in the amount of $338,565.65.

B. Consideration of a motion to approve the minutes for the October 10, 2022 work session and the October 17, 2022 regular Council meeting.

C. Consideration of a motion to approve the purchase of a Kage Pusher from Wolf Kubota in an amount not to exceed $9,500.

D. Consideration of a motion to approve the purchase of a DPW Truck through the MiDeal purchasing program for an amount not to exceed $58,000.

E. Consideration of a motion to approve the purchase of 8 replacement light poles from Kendall Electric in an amount not to exceed $28,299.

F. Consideration of a motion to approve budget amendments for fiscal year 2022/2023.

G. Consideration of a motion to accept a $2,000 donation for Art in the Park, allowing the donor to work with SLHS art students.

H. Consideration of a motion to approve Resolution 2022 – 09, a Resolution of Support approving a submission of a Water Resources Division grant application.

I. Consideration of a motion to approve an amendment to the EV Charging agreement.

J. Consideration of a motion to approve a contract with TDS.

K. Consideration of a motion to approve the following Board & Committee Appointments:
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<tr>
<td>Liaison)</td>
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<tr>
<td>Planning Commission</td>
<td>Kristen Horine</td>
<td>11/2025</td>
</tr>
<tr>
<td>Planning Commission (Council Liaison)</td>
<td>Lesley VanLeeuwen-Vega</td>
<td></td>
</tr>
<tr>
<td>Zoning Board of Appeals</td>
<td>Erika Bauer</td>
<td>11/2025</td>
</tr>
<tr>
<td>Zoning Board of Appeals (Council Liaison)</td>
<td>Michael Duer</td>
<td></td>
</tr>
</tbody>
</table>

L. Consideration of a motion to approve Resolution 2022 – 10, a Resolution to purchase, acquire and construct improvements to the water supply system and to public notice of intent to issue revenue bonds.

M. Consideration of a motion to approve Resolution 2022 – 11, a Resolution to extend a moratorium on the issuance of Zoning Permits for short-term rentals.

Motion by TePastte, second from Duer, to approve the Consent Agenda.

Yes: 7  No: 0

6. General Business

A. Development Agreement Extension – 209 W. Exchange Burns spoke on the development extension American Repair Maintenance (ARM) requested which was discussed during the recent Downtown Development Authority Board Work Session. Burns relayed that the Board was in favor of extension with hopes that ARM will be able to exercise the agreement sometime before 2025.

Council discussed the property as it stands and the legal costs that would be associated with extending the development agreement.

Motion by TePastte, second from Duer, to approve the development extension, with a caveat that ARM pay for the associated legal fees.

Yes: 7  No: 0

7. Department Reports

A. Village Manager – Burns update Council on the development of the Oosting Property at 102 E. Exchange and a conversation that was had with the architect, Denny Dryer; he has arranged an upcoming meeting to discuss plans for the property.
B. Assistant to the Manager
C. Clerk/Treasurer/Finance Director
D. Communications
E. DDA
F. DPW
G. Fire/911
H. OCSO
I. Water/Sewer
J. Zoning
K. Minutes from Various Board & Committees
  1. DDA (10/13/22 & 10/27/22)
  2. Planning Commission (09/12/22)
  3. Historic Conservation Commission (07/25/22 & 08/30/22)
  4. Parks & Recreation (09/06/22)

8. Old Business and Reports by the Village Council – N/A
9. New Business and Reports by Village Council – N/A
10. Status Report: Village Attorney – N/A
11. Statement of Citizens

Debra Holdmann, 214 Douglas Ct, expressed her concerns for the Village switching to a single waste hauler in the future. She also questioned if factors like customer service were being taken into consideration, as well as cost.

Laura Trotter, 302 N. Division, expressed confusion as to what lead to the Council discussing the transition to a single waste hauler. She asserted her thoughts regarding the state of the sidewalks and the belief that they should be addressed before a transition to a single waste hauler. She concluded by emphatically expressing her concerns for the smaller waste hauler companies and their sustainability without serving Village Residents.

Melissa Lundeberg, 311 N. Jackson, explained technical difficulties she experienced with the digital survey that was issued to residents regarding the consideration for a single waste hauler. She believed that additional effort should be made to ensure future surveys were more thoroughly reviewed before distribution.

12. Statement of Council

Powers addressed the difficulties being experienced by the Village to find contractors willing to service the sidewalks, despite having the funds to do so. Powers clarified for those in attendance that a transition to a single waste hauler had not been decided upon at this time and that discussions had not led to a particular conclusion. Powers continued to briefly explain the process Council goes through before rendering a decision for the Village.

13. Adjournment

Motion by Van Strate, second from Miller, Village Council adjourned the meeting at 7:32 p.m.

Yes: 7  No: 0

__________________________   __________________________
Mark Powers, President          Jordan Schwing, Deputy Clerk