

**CITY OF COOPERSVILLE**  
**REGULAR MEETING OF THE CITY COUNCIL**  
CITY HALL, 289 DANFORTH ST.; COOPERSVILLE, MICHIGAN

**NOVEMBER 14, 2011**

Mayor Ken Bush called the meeting to order at 7:00 P.M.

Present:        Council member Allen                                Council member Crandle  
                  Council member Lloyd                                Council member Meintsma  
                  Council member Vander Kolk                                Council member Whitman  
                  Mayor Bush

Absent:        None

**Agenda**

There were no additions or corrections to the agenda.

**City Council Meeting Minutes**

Motion by Council member Lloyd with second by Council member Meintsma to approve the minutes of the regular City Council meeting of October 24, 2011. Carried unanimously. (2011–253)

**Scheduled Guests**

Ottawa County Administrator, Al Vanderburg presented outgoing Council member Roger Whitman with a resolution recognizing Roger for his many years of outstanding public service.

Emil Sabolish, Jr., CPA of Kiekover, Scholma, & Shumaker, PC presented the “auditor’s report” from the annual financial report from the audit for 2010–2011 to Council members.

**Public Hearing**

Motion by Council member Crandle with second by Council member Allen to open the “public hearing” for the IFT name change request from Continental Dairy. Carried unanimously. Public hearing opened at 7:15 P.M. (2011–254)

Steve Cooper and James Doezema of CS Facilities, LLC addressed Council members with their request for the name change/transfer of industrial exemption certificate number 2009–365 explaining that CS Facilities, LLC is owned by Continental Dairy Products, Incorporated and the request was necessary in order for their documents to have the proper name of their facility.

Motion by Council member Whitman with second by Council member Lloyd to close “public hearing.” Carried unanimously. Public hearing closed at 7:17 P.M. (2011–255)

**Citizens Input & Suggestions — I**

Chamber of Commerce Director, Cindy Timmerman thanked Council member Roger Whitman for his years of service to the City. Cindy also informed Council members that she has resigned from her positions as Chamber Director and DDA Marketing Director. Cindy has accepted a new position with Big Brothers and Big Sister’s organization.

**Citizens Input & Suggestions — I, continued**

Cindy congratulated City Council and the Staff members of the City for their outstanding job on the outcome of the financial audit report for 2010–2011 and encouraged Council members to continue to support the City Staff. Cindy addressed Continental Dairy, stating that it has been a pleasure working with them and that she wished them well in the future and reported to Council members that several new businesses may be in the future for Coopersville and assured Council members that she would make sure they are informed of these businesses as more information is obtained on their intentions.

**Petitions and Communications**

Motion by Council member Allen with second by Council member Whitman to approve the resolution for CS Facilities, LLC to transfer Industrial Facilities Exemption Certificate number 2009–365 from Continental Dairy to CS Facilities, LLC. Carried unanimously. (2011–256)

Motion by Council member Lloyd with second by Council member Meintsma to receive and file the audit report for FY 2010–2011. Carried unanimously. (2011–257)

Motion by Council member Whitman with second by Council member Lloyd to approve payment on invoice from Law Weathers for ordinance enforcement totaling \$1,074.43. Carried unanimously. (2011–258)

Motion by Council member Lloyd with second by Council member Whitman to approve payment on invoices from OMM Engineering for No. 3828–31, Upgrading of the Wastewater Treatment System, \$49,452.27, No. 3888–14, Sewer Improvements on Spring & 64<sup>th</sup>, \$157.50, No. 3889–12, Randall Street Improvements, \$7,075.00, No. 3914–4, 64<sup>th</sup> Avenue Sidewalk, \$3,697.00. Carried unanimously. (2011–259)

Motion by Council member Cradle with second by Council member Whitman to approve payment on invoice from Ottawa County for September policing services totaling, \$53,265.82. Carried unanimously. (2011–260)

Motion by Council member Meintsma with second by Council member Lloyd to approve payment on invoice from Ottawa County for October policing services totaling, \$27,101.71. Carried unanimously. (2011–261)

Motion by Council member Lloyd with second by Council member Whitman to approve payment on invoice from Ottawa County for September Communities That Care totaling, \$5,026.21. Carried unanimously. (2011–262)

Motion by Council member Lloyd with second by Council member Vander Kolk to approve payment on invoice from Ottawa County for October Communities That Care totaling, \$3,207.05. (2011–263)

Motion by Council member Lloyd with second by Council member Whitman to approve payment on checks written for period ending November 14, 2011 totaling \$1,037,139.88. Carried unanimously. (2011–264)

Motion by Council member Lloyd with second by Council member Vander Kolk to approve Progress Payment No. 4 from Diversco Construction Company for a Sanitary Sewer System improvements contract increase of \$9,798.30. Carried unanimously. (2011–265)

Motion by Council member Allen with second by Council member Lloyd to approve Progress Payment No. 4 to Triangle Associates for WWTP improvements totaling \$562,913.05. Carried unanimously. (2011–266)

Motion by Council member Vander Kolk with second by Council member Lloyd to approve Change Order No. 1 from Triangle Associates for a WWTP improvements contract increase of \$8,262.00. Carried unanimously. (2011–267)

Motion by Council member Lloyd with second by Council member Allen to approve the proposed employee contract for City Clerk, Kimberly Borgman for July 1, 2011 to June 30, 2012 with the following changes:

- 1) **Fringe Benefits:** Borgman will be receive fifty (50) percent of the health/dental/vision coverage premium should she elect to not enroll in the group insurance plan.
- 2) **Unused PTO Days:** Forty (40) hours of unused paid time off will be allowed to be rolled over from prior year.
- 3) **Retroactive Pay:** Borgman will receive retroactive pay for salary increase back to June 30, 2011.
- 4) **Employment Classification:** Section 3.0 will be omitted from the Employment Classification Section (Paragraph 2)

Carried unanimously. (2011–268)

Motion by Council member Meintsma with second by Council member Lloyd to approve the proposed employee contract for City Treasurer, Keribeth Rogers for July 1, 2011 to June 30, 2012 with the following changes:

- 1) **Compensation:** Rogers will receive a one (1) percent increase in salary
- 2) **Unused PTO Days:** Forty (40) hours of unused paid time off will be allowed to be rolled over from prior year.
- 3) **Fringe Benefits:** Rogers will receive fifty (50) percent of the health/dental/vision coverage premium should she elect to not enroll in the group insurance plan.

Motion carried with Council member Crandle opposing. (2011–269)

Motion by Council member Lloyd with second by Council member Whitman to approve the proposed addendums to the current three (3) year employee contract for City Manager, Steven Patrick with the following changes:

- 1) **Employment Classification:** Section 3.0 will be omitted from the Employment Classification Section (Paragraph 2)
- 2) **Fringe Benefits:** Patrick's current vacation and personal time will be changed to twenty nine (29) total paid days off per contract year.

**Petitions and Communications continued**

- 3) **Unused PTO Days:** Forty (40) hours of unused paid time off will be allowed to be rolled over from prior year.
- 4) **Fringe Benefits:** Patrick will be receive fifty (50) percent of the health/dental/vision coverage premium should he elect to not enroll in the group insurance plan.

Motion carried with Crandle opposing. (2011–270)

**Council Information**

Motion by Council member Allen with second by Council member Lloyd to receive and file the Council information which consists of: permits issued for October 2011 and the Historical Society’s November newsletter. Carried unanimously. (2011–271)

**Citizens Input & Suggestions—II** None

**Outgoing Council Member’s Comments**

Outgoing Council member Roger Whitman expressed his appreciation to Mayor Bush for the opportunity to serve on the Fire Authority Board and for allowing him to serve as Mayor Pro-Tem. Roger also expressed his thoughts and appreciation towards several members of the city staff and the appointed officials.

**Presentation of Appreciation Gift for Outgoing Council Member**

Mayor Bush presented Council member Whitman with a certificate of appreciation from The Honorable Bill Huizenga, Representative of the United States House of Representatives. Mayor Bush also presented Council member Whitman with a Council members chair from the City.

**Installation of New Council Members**

City Clerk Kimberly Borgman administered the Oath of Office to new City Council members, Larry Crandle, Charlie Vander Kolk, and James Ward.

Mayor Bush called the meeting with the new Council members to order at 8:17 P.M.

Present:	Council member Allen	Council member Crandle
	Council member Lloyd	Council member Meintsma
	Council member Vander Kolk	Council member Ward
	Mayor Bush	

Absent: None

**Petitions and Communications – New Business**

Upon recommendation of Mayor Bush to appoint Charlie Vander Kolk as the new Mayor Pro Tem a motion was made by Council member Allen with second by Council member Lloyd to approve the Mayor’s recommendation. Carried unanimously. (2011–272)

**Petitions and Communications — New Business continued**

Upon recommendation of Mayor Bush to appoint Rodney Lloyd as a Council Representative to the Fire Authority Board and Jodie Allen as an Alternate a motion was made by Council member Crandle with a second by Council member Vander Kolk to approve the Mayor’s recommendations. Carried unanimously. (2011–273)

**City Manager’s Report**

City Manager Steven Patrick expressed his thanks and appreciation to Chamber of Commerce Director and DDA Marketing Director Cindy Timmerman and outgoing Council member Roger Whitman for all their years of service and dedication to the City.

Mr. Patrick also informed Council that he would have an update on the Recreation Department at the November 28 meeting.

**City Clerk’s Report**

City Clerk Kimberly Borgman reported on the turnout of approximately fifteen (15) percent at the November 8, 2011 election.

**City Treasurer’s Report**

City Treasurer, Keri Rogers requested for Council members to contact her should they have any questions regarding the final audit report.

**Adjourn**

Motion by Council member Vander Kolk with second by Council member Lloyd to adjourn. Carried unanimously. (2011–274)

Meeting adjourned at 8:36 P.M.

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Kenneth L. Bush, Mayor

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Kimberly Borgman, City Clerk