

**CITY OF COOPERSVILLE
SPECIAL JOINT MEETING OF THE CITY OF COOPERSVILLE'S CITY COUNCIL,
DOWNTOWN DEVELOPMENT AUTHORITY AND PLANNING COMMISSION
DECEMBER 10, 2012**

Mayor Bush called the meeting to order at 6:00 P.M.

PRESENT

City Council:

Council member Crandle	Council member Vander Kolk
Council member Fisher	Council member Ward
Council member Lloyd	Mayor Bush
Council member Meintsma	

Downtown Development Authority:

Chairman Koch	Board member Spoelman
Board member O'Dea	Board member Verseput
Board member Schmidt	
Board member Slater	

Absent

Board member Du Pilka	Board member Hanenburg
Board member Reeves	Board member Veldman

Planning Commission:

Commissioner Bacon	Commissioner Konn
Commissioner Haselhuhn	Chairman Schmidt
Commissioner Longstreth	

Absent

Commissioner Conran
Commissioner Young

Agenda

There were no additions or corrections to the agenda.

City Council Meeting Minutes

Motion by Council member Lloyd with second by Council member Fisher to approve the November 26, 2012 regular meeting minutes. Motion carried. (2012-239)

Scheduled Guests

- 1) City of Coopersville's Employees
 - The WWTP Supervisor, Steve Luke was present and introduced the employees of the City of Coopersville's WWTP, Pat Bursley and Mike Hammond and also explained their daily routine and their required responsibilities.

Scheduled Guests continued

City of Coopersville's Employees continued

- DPW Supervisor, Fred Rosel was present and introduced two (2) of the DPW Employees, Ken Ortquist and Mark Titus and also explained their daily routine and their required responsibilities.
- Sergeant Luce was present and introduced the Neo Forum School Liaison Officer, Chris Reuwer and the Neo Forum Counselor, Katie Terpstra. Sergeant Luce also presented the names of the Deputies that are assigned to Coopersville whom were not in attendance.
- Sergeant Luce reported the total number of calls for year was currently at 230.
- Neo Forum Officer Reuwer and Counselor Terpstra presented a report on the different programs that the Neo Forum is involved in and the purpose for each of the programs.
- Officer Reuwer and Counselor Terpstra both thanked the City Council and the Community for their contributions and continued support with the Neo Forum program.

City of Coopersville Department Head Reports

Department Heads & Supervisors, Steve Luke, Fred Rosel, Dave Alderink, Sgt. Luce, Kimberly Borgman, & Keri Rogers each presented reports with either A recap of what took place in each department in 2012 and the current projects they are working on or a report on what their main responsibilities are.

Citizen Input & Suggestions None

Petitions & Communications

Motion by Council member Fisher with second by Council member Vander Kolk to approve payment on an invoice from Lemmen & Lemmen totaling \$232.50. Motion carried. (2012-240)

Motion by Council member Vander Kolk with second by Council member Meintsma to approve payment on invoices from OMM Engineering for W. Randall Water Line Replacement and Randall Street Booster Station Upgrade \$3,471.75, Randall Street Phase 2 \$1,773.00, and By-Pass Waterline across the Grand River \$988.50, totaling \$6,233.25. Motion carried. (2012-241)

Motion by Council member Fisher with second by Council member Lloyd to approve payment on invoice from Ottawa County for September Final policing services totaling \$9,015.63. Motion carried. (2012-242)

Motion by Council member Fisher with second by Council member Lloyd to approve invoice (credit) from Ottawa County Communities That Care totaling (\$1,192.54). Motion carried (2012-243)

Motion by Council member Vander Kolk with second by Council member Crandle to approve payment on checks written for period ending December 10, 2012. Motion carried. (2012-244)

Motion by Council member Lloyd with second by Council member Meintsma to approve a Resolution of Support for a Michigan Transportation Economic Development Fund Category "A" Grant Application for the proposed Randall Street Improvement Project. Motion carried. (2012-245)

Petitions & Communications continued

Motion by Council member Fisher with second by Council member Lloyd to accept and approve quote from JDH Construction for WWTP Lean-To totaling \$7,875.00. Motion carried. (2012-246)

City Manager, Steven Patrick presented a report on the current status of the Personal Property Tax Proposal in Lansing.

Motion by Council member Lloyd with second by Council member Meintsma to receive and file Council information which consists of: CrainsDetroit online article, "Singapore-based Flextronics acquires Saturn Electronics & Engineering"; Permits issued for November; Coopersville/Polkton Area Fire Protection Authority meeting minutes of 11/13/12; Zoning Activity Report. Motion carried. (2012-247)

Petitions & Communications-Downtown Development Authority

Chairman Koch reported on the DDA Marketing Directors position stating that the position has been left vacant since Cindy Timmerman left and the DDA has held discussion on the possible need to fill the position on a part-time basis. Chairman Koch reported that the DDA will be hiring, Jan Richardson on a part-time basis to fill the position.

With the absence of Board member Du Pilka, Chairman Koch was unable to present an update on the improvement status of the Lemmen building that is owned by the Coopersville/Marne Railroad, and the status of the wayfaring signs. Board member Slater reported that they are currently using some guidelines to get a model of a sign to look at before having any made. Board member Slater stated that the model could possibly be completed in January.

Chairman Koch reported that the garbage contract was updated in 2012.

Chairman Koch also stated that he made an official call on Steve Kol from the Coopersville Hardware to commend him on the recent improvements of the Hardware Store. Chairman Koch stated that Mr. Kol had said that he could not have done it without the help and cooperation of the City.

Petitions and Communications-Planning Commission

- Chairman Schmidt stated that most matters that were brought before the Planning Commission were generally considered as routine.
- Chairman Schmidt explained the approval for the location of Snap Fitness.
- Chairman Schmidt reported on the Sub Committee for the Sign Ordinance and the progress that has been made to date on the sign ordinance.

**A copy of Chairman Schmidt's complete report that was read at the meeting is on file.*

City Manager's Report

City Manager, Steven Patrick stated that having all the people present that were in attendance at the meeting shows their interest and involvement in this community. Mr. Patrick also stated that he is proud to be here and proud to be the City Manager.

Mayor Bush's Report

Mayor Bush stated that we have received an invitation to participate in the Mayor's Exchange Program. Mayor Bush stated that we have not participated in a few years and he requested that the Council would consider participating this time.

Mayor Bush's Report continued

Mayor Bush announced that the Council would be holding a Workshop on December 17, 2012 @ 6:00 P.M. at City Hall to discuss setting goals for the City and he stated that everyone is welcome to attend and participate in this meeting. Facilitator, Bill Baldrige will be assisting the Council in this process.

Adjournment

Motion by Council member Vander Kolk with second by Council Member Lloyd to adjourn meeting.
Motion carried. (2012-248)

Meeting adjourned at 7:14 P.M.

Kenneth L. Bush, Mayor

Kimberly Borgman, City Clerk