

PROPOSED MINUTES
LAKETOWN TOWNSHIP
BOARD OF TRUSTEES
4338 BEELINE ROAD
ALLEGAN COUNTY
HOLLAND, MI 49423

REGULAR MEETING
February 11, 2015

ARTICLE I. CALL TO ORDER

Township Supervisor Terry Hofmeyer called the regular monthly Board of Trustees meeting to order at 7:00 P.M.

MEMBERS PRESENT: Terry Hofmeyer, Wendy Van Huis, and Linda Howell
MEMBERS ABSENT: Gary Dewey
STAFF PRESENT: Al Meshkin – Township Manager
Cal Haverdink – GFD Chief
Diane Ybarra – Recording Secretary

ARTICLE II. INVOCATION AND PLEDGE

Supervisor Terry Hofmeyer opened the meeting with prayer and led the pledge of allegiance.

ARTICLE III. REVIEW AND APPROVAL OF MINUTES

The Board members reviewed the minutes of the January 14, 2015 meeting, **a motion was made by Wendy Van Huis and seconded by Linda Howell to approve the minutes as submitted. Supervisor Hofmeyer called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE IV. FINANCIAL REPORT / REVIEW & APPROVE THE BILLS

Supervisor Terry Hofmeyer reviewed the bills for the month of January 2015. Following discussion, **a motion was made by Ed Stielstra and seconded by Wendy Van Huis to approve and pay the bills as submitted. Supervisor Hofmeyer called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE V. CORRESPONDENCE – None

ARTICLE VI. REPORT OF OFFICERS

- A. STATE REPRESENTATIVE GAMRAT – No report.
- B. COUNTY COMMISSIONER KAPENGA – No report.
- C. PLANNING COMMISSION – Linda Howell

Linda Howell reported that the Planning Commission met on February 4 and the following items were discussed: Good Intentions Laketown LLC Special Use Request withdrew the special use request; RPE Trust special use requests #2 and #3 tabled until May; approval of Garvelink special use request for oversized storage building; Broome site plan approval for single-family dwelling.

D. ZONING BOARD OF APPEALS – Ed Stielstra

Ed Stielstra reported that the Zoning Board of Appeals met on January 26 and the following items were discussed: RPE Trust variance requests #1 report and resolution approved; RPE Trust variance requests #2 and #3 request for attorney to prepare a report and resolution; Broome variance request approved; reappointment of current slate of officers.

E. PARKS COMMISSION – No report.

F. DEPUTY SHERIFF – No Report.

G. FIRE CHIEF AND FIRE BOARD – Chief Cal Haverdink

Chief Haverdink reported the response calls for the month of January were as follows: 46 calls total, 31 calls from Laketown, consisting of 26 rescue and 5 fire, 12 calls from Fillmore, consisting of 10 rescue calls and 2 fire calls. Two fire assists one in Holland and one in Saugatuck and one rescue assist to Overisel.

H. DDA – No report.

ARTICLE VII. CITIZEN’S COMMENTS ON OLD AND NEW BUSINESS - None

ARTICLE VIII. OLD BUSINESS - None

ARTICLE IX. NEW BUSINESS

A. F & V PLAN MODIFICATION AND PRECONSTRUCTION SERVICES PROPOSALS

Terry Hofmeyer explained that this is for the Mac Hills water project. Al Meshkin introduced Aaron Catlin and Steve Bishop of Fleis and Vanden Brink, the firm asked to review the Mac Hills water project. The original bids came in at \$3.5 million, almost twice than what was anticipated. F & V has identified a cost savings of approximately \$800,000 from the original plan. Their business model is to manage the construction project by working with multiple contractors to get the best price for quality work and on-time schedule. The process of rebidding with multiple contractors would significantly decrease the cost of the project without jeopardizing the integrity of the project. The next step would be design modifications to update the construction plans to reflect the changes and the preconstruction services are more of the soft work, meeting with contractors, negotiations, DEQ processes and conversations with property owners. There would be multiple contracts between the contractors and F & V but one contract between the F & V and the township. Fleis and VandenBrink have the ability to bond the projects whereas smaller contractors may not. The total cost for design modifications (\$53,500) and pre-construction (\$27,600) would be \$81,100.

Ed Stielstra asked if this \$81,100 would be subtracted from the \$800,000 savings. Al responded that the savings is in construction costs, not engineering and legal. The engineering costs may be a little higher than we anticipated but we will be saving on the construction. Linda Howell clarified the total cost of the project would go down. Ed wanted to keep in mind the cost per parcel. Al said originally it was anticipated to be \$25,000 but after bids came in it was \$45,000 and the target is \$30,000 per parcel. This will not be determined until we go through the process. Ed said it would be approximately \$2.7 million and Al said yes, roughly. Ed asked if these two numbers are for design modifications and pre-construction, what would be the cost of the actual construction fees. Aaron Catlin responded that once they have negotiated with contractors, their construction fee would be based on those costs and it would be a fixed fee. All contractor costs and incidentals are broken down on our project proposal including some soft costs. It’s a little more detail but it allows people to see where their money is spent. The F & V construction fee is based on overhead and profit at approximately 8.5% which is our risk that covers basic services fee for a supervisor in the field and person in the office.

This is a locked fee and no charges on overruns. Terry Hofmeyer added this is not a short-term project but will occur in the fall, winter and spring over two years because nothing happens in the summer. He appreciates the expertise to handle the project.

Cal Haverdink asked if multiple contractors would speed up the project. Aaron Catlin said yes, it would reduce our field time and the goal is to reduce the amount of disruption. Steve Bishop said we will work closely with the fire department to coordinate to the best of our ability. Aaron said our contractors would be able to provide emergency access on the road surface. Cal asked if Consumers Energy would be able to move some poles that obstruct access to emergency vehicles. Aaron said we are aware and would schedule a coordinating meeting with them. Al Meshkin asked if the utilities coordination is included in the pre-construction fees and Aaron responded that it is. Cal noted that there are 19 poles that should be relocated, some of which are phone poles that Consumers leases space on. Cal asked if the fire hydrants placement would be the same. Steve said they will evaluate and the design would go to fire department to give approval. Aaron said fundamentally, the layout will be very similar so most fittings will stay where they are. Ed asked if there is any further consideration for a temporary road. Steve said he briefly looked at it but not extensively. Al said we are looking for other ways of access when the road is shut down. The south hill is the most challenging so trying to find another route in there. There was a road connecting the two hills but it seems to have disappeared. Al said one thing we have talked about is Lakeside Drive in Park Township and a dune and then Lakeside Drive again which he contends were connected at one time. We should consider making that connection point back again. Cal said a couple of years ago the neighbors asked what if there was a tragedy where would they get out and Cal suggested that would be an option. Wendy Van Huis asked if there has been anymore communication with Park Township. Al said not at this time but if we move forward we would take that into consideration. F & V are aware of that but it is not part of the quote.

Ed asked what the time table would be for completion of both areas. Aaron said in anticipation of the DEQ process, he hopes for a September 2015 start but conversations with contractors would begin as soon as possible which would take a couple of months. Ed confirmed that there would be no further decisions from the board until April.

Wendy Van Huis asked if there are easement issues. Aaron said yes and those conversations will begin as soon as possible with the property owners. Our intent is to be under construction by mid-September, 2015 through early May, 2016 and then again mid-September 2016 through early May 2017. Al expressed his concern to lock in agreements with contractors soon. Aaron said two local pipe layers are very interested in the project. Once all contractor agreements are in place F & V will generate one contract with the township.

Following discussion, **a motion was made by Wendy Van Huis and seconded by Linda Howell to approve the F & V plan modification and preconstruction services proposals for the amounts of \$53,500 for design modifications and \$27,600 for pre-construction for a total expenditure of \$81,100. Supervisor Hofmeyer called for a vote on the motion. UNANIMOUS VOTE - MOTION APPROVED**

B. RESOLUTION TO ADOPT ALLEGAN COUNTY HAZARD MITIGATION PLAN

Supervisor Hofmeyer explained that Allegan County is seeking approval from all townships for a hazard mitigation plan. It outlines what would happen in the county in the event of a minor or major hazard. Al Meshkin explained that this plan is renewed every five years. The Township Assessor has been trained to evaluate hazards should they occur in our township. Cal Haverdink added that without this agreement, the township would not qualify for FEMA aid should something happen.

Following discussion, **a motion was made by Ed Stielstra and seconded by Wendy Van Huis to approve the Allegan County Hazard Mitigation Plan Resolution 2015-07. Supervisor Hofmeyer called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE X. CITIZEN'S COMMENTS

Randy Becksvoort of 3930 Beeline Road asked if the hazard agreement would cover such things as a meth house clean up or if it is on a larger scale. Al responded that it is mostly natural hazards but may cover terrorism.

ARTICLE XI. ADJOURN

A motion was made by Linda Howell and seconded by Ed Stielstra to adjourn the meeting at 7:38 P.M. UNANIMOUS DECISION – MOTION APPROVED