

CITY OF NORTON SHORES  
CITY COUNCIL WORK SESSION  
October 23, 2018

A regular work session of the Norton Shores City Council was held on Tuesday, October 23, 2018 at 5:30 p.m. at Norton Shores City Hall, 4814 Henry Street.

Present: Mayor Nelund, Council Members Beecham, Cross, Hylland, Jurkas, Morgenstern, Moulatsiotis and Sladick; also, Mark Meyers, Doug Hughes, Jon Gale, Bob Gagnon, Mike Huston, Jerry Bartoszek, Anthony Chandler and Shelly Stibitz

Absent: Council Member Flanders

1. Equestrian Use in Black Lake Park

Finance Director Mike Huston shared that he and Parks and Recreation Supervisor Brian Clarke visited parks in Ottawa County that allow equestrian use and spoke to their Park Supervisor about any issues from this practice. Ottawa County reported that there haven't been any issues or negative impact over the past 10-12 years that horses have been permitted in designated areas. Mr. Huston's recommendation is to amend the City's current Ordinance "No horses are permitted in any city park or playground" adding "except on specified marked trails in Black Lake Park during normal park hours" to offer citizens a safe place to ride their horses. The City Council concurred with this recommendation and a draft ordinance will be prepared.

2. Building Permit and Trade Fee Adjustments

Fire Chief Bob Gagnon explained that Building Department trade fees were increased in 2015 to remain competitive and retain current contract inspectors. In July 2017 the City's newly hired Building Official, Todd Kempf, discovered that the trade fees had already dipped below surrounding municipalities' rates and the building fees had not been adjusted since 2008. Chief Gagnon outlined a proposed fee structure that provides incremental increases based on logical factors such as set dollar amounts per \$1,000 of the project's valuation. Industry standard is to review these fees every 2-3 years leading Chief Gagnon to believe that they are lower than comparable municipalities because they haven't been adjusted in ten years. The fees no longer cover the cost of service. Council Member Hylland asked for clarification on increased expenditures if revenue is declining and Chief Gagnon attributed this to administrative expenses, specifically staffing. City Administrator Mark Meyers stated that prior to the recession the department had a larger staff and for several years the Building Fund had to be supplemented by the General Fund. Mr. Meyers stated that the department is now building their staff back to pre-recession levels. Council Members Beecham and Morgenstern would prefer the request for fee adjustments to be based on true cost instead of in comparison to other communities' fee schedules. Council Member Jurkas

sees value in comparing but would like to see what municipalities on our southern border, Ferrysburg and Spring Lake, charge as those communities may better reflect what a contractor or developer would consider when choosing a location. Consensus of the City Council was to grant more time to gather information and discuss the matter again at a future work session.

3. 2019 Local Street Improvement Program

Public Works Director Jerry Bartoszek reviewed the proposed street program for Year 11 using approximately \$1,435,000 from the Municipal Road Fund. The recommendation includes \$200,000 in grant match for Phase II of the Broadway Avenue reconstruction and all others as resurfacing projects with hot-in-place recycling and milling and resurfacing methods. Council members asked about the practice of resurfacing compared to reconstructing a road and Mr. Bartoszek believes that the resurfacing products used combined with lower costs provides the ability to keep more of the City's streets in good condition on a consistent basis. Questions about smaller unpaved roads arose and staff responded that paving them could be done at the property owners' request by special assessment if, or when, full utilities were installed. Mr. Bartoszek stated that Rood Road, Sternberg to Getz was inadvertently left off the list of roads proposed for milling and resurfacing and would be included when brought forward for formal action at the next regular Council meeting.

General Comments

Council Member Morgenstern inquired about the status of the section of Henry Street damaged by last week's water main break. Mr. Bartoszek reported that the costs have not been tabulated yet and the road will be closed for a few hours this week or next when the top course of asphalt is laid.

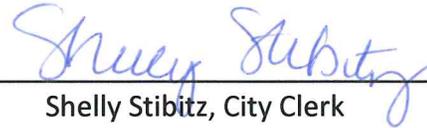
With budget preparation for next fiscal year approaching, Council Member Sladick suggested consideration be given to erecting a memorial site at City Hall for fallen Police Officer Jonathan Ginka.

City Council members confirmed their availability on Thursday, November 29, 2018 for the social media training facilitated by the Michigan Municipal League.

Mr. Meyers shared that he, Parks and Recreation Director Mike Huston and Parks Supervisor Brian Clarke visited Black Lake Park today to meet with the contractor and get a progress report on the kayak launch. The grading and concrete work are both finished and the boardwalk is approximately 25% complete. Mr. Meyers, along with Muskegon Economic Development Committee (MEDC) and Muskegon Area First (MAF) representatives, met with the General Manager of Renishaw Inc., a company moving operations into Norton Shores and constructing a new 40,000 square foot building at 1160 Judson Road. In response to Council Member Sladick, Mr. Meyers shared that he

expects a proposal soon from Wacker Neuson related to the clawback provision in their IFT Agreement. Council Member Hylland asked about the Kmart site and Mr. Meyers reported that he has been in discussions with R.D. Management and attended a meeting recently with DEQ facilitated by MAF about potential grant possibilities.

Meeting adjourned at 6:36 p.m.



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Shelly Stibitz, City Clerk