
MEETING MINUTES

DATE: Wednesday, August 9, 2023

COMMISSION MEMBERS: John Query, Commission Chair
Sally Gruppen, Mayor Pro Tem
Thom Parker, Commissioner
Lynette Lam, Commissioner
Amy Langeland, Commissioner

ABSENT: Sue Lucas, Commissioner
Ashley Kiekintveld, Commissioner

CITY STAFF: Kevin Plockmeyer, Assistant City Manager/Finance Director
Susan Moore, Administrative Assistant

I. **Approval of May 10, 2023, Meeting Minutes**

Motion: Mayor Pro Tem Sally Gruppen

Support: Amy Langeland

All in favor, motion approved.

II. **Felch Street Cemetery Building Update**

Kevin Plockmeyer presented the revised drawings of the proposed building that incorporated the Commissions feedback from the previous meeting. One item that was not incorporated was the suggestion of a third overhead door (city staff felt this would take away from much needed workspace/wall storage and so this item was not included.) These updated plans were positively received, and the next steps are to present the plans to the City Council at a future meeting this fall for their review and then funding (if approved.)

III. **Other**

Kevin Plockmeyer provided updates on the following:

- **Huizenga Park Pickle Ball Courts:** The courts look nice, surfacing of new courts & re-surfacing of the existing courts are intending to be done at the end of August/beginning of September.
- **Felch Street Cemetery Trees:** The cause of the poor condition of the trees was due to the contractor pulling the trees at the end of March, but not planting them until late May. The city rejected approximately 75% of the trees (both at this site & Alice Avenue as that roadway area was included in this project) and will re-evaluate in September. All rejected trees at that point will have to be replanted. Mayor Pro Tem Sally Gruppen asked about the thought process behind the differing kinds of trees – this was primarily for variety and to try to mitigate disease.
- **Huizenga Park Kiosk:** This has been installed and access granted to Zeeland Recreation so they can post their information.
- **Lincoln Cemetery Flagpole:** This has been re-located and now allows for better access.
- **Paw Paw Footbridge Park Landscaping:** City staff would like to replant the drainage swale area at this park with grass. Curb & gutter were installed during the Washington Avenue reconstruction project and a swale in this area is no longer appropriate nor have staff seen any signs of erosion. Commissioners were OK with this plan. Commission Chair John Query mentioned that the tree growth along the bridge is growing, may need to be looked at for trimming.

- **Huizenga Park Horseshoe Pits:** Irrigation at this site is anticipated to be completed by the end of August. After that the additional horseshoe pit and benches can be installed to complete this project.
- **Hoogland Park Grant Update:** As of this meeting, the City has not heard back on this grant and is not anticipating approval. If the grant is not received, this will be the next project for the Commission to consider.
- **Lawrence Park Restroom Landing Pads:** The concrete pads at the restroom entrances need to be replaced/expanded to allow for greater accessibility. The work will be done after the end of the park rental season (October).
- **Headstone Maintenance:** Finding outside contractors to do this work has proven to be challenging and the city has decided to do the work in-house and see how it goes.
- **Public Concerns:** Staff have received complaints about the mowing/height of the grass around headstones at the cemetery. This has been due to staffing issues – it has been difficult to recruit & retain seasonal staff. City staff are looking at how to tackle this problem moving forward.
- **Huizenga Park Recognition:** Commission Chair John Query shared that it was nice to read an article in the Holland Sentinel about the best playscapes in the Holland/Zeeland area and Huizenga Park was picked number one.

Future Agenda Items

- Commission Chair John Query asked for an update on a request received by an individual whose parents are both buried in the Veteran's Section. The family owns two plots in this section and the individual is inquiring if it would be allowed for them to be buried in the second, unused plot. As this may require an exception/variance (cemetery Rules & Regulations currently do not allow for non-Veteran's to be buried in the Veteran's Section), Commission Chair Query asked that it be re-visited at the next meeting for further discussion before a decision is made. Kevin Plockmeyer will also follow-up with the Cemetery Parks Supervisor.
- Mayor Pro Tem Sally Gruppen reported that she was contacted by Ottawa County Commissioner Jacob Bonnema about concerns he heard from people at the recent Zeeland Fire Rescue Pig Out event regarding the lack of some type of a memorial for volunteer firefighters and/or volunteer part-time policeman at a park (perhaps in the circular parking area at Lawrence Park.) Commission Chair John Query asked that this be added as an agenda item for future meetings for further discussion.
- **Burial Report:**
 - Burials – 11 at Lincoln (3 resident / 8 non-resident) / 2 at Felch (0 resident / 2 non-resident)
 - Sales – 2 at Lincoln (2 resident / 0 non-resident) / 2 at Felch (0 resident / 2 non-resident)
 - Transfers – 1 resident / 2 non-resident

Meeting adjourned at @ 5:55 PM

NEXT MEETING: Wednesday, September 13, 2023, at 5:00 PM.

RECORDED BY:



Susan Moore, Administrative Assistant