

Council Meeting
Common Council
March 2, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, March 2, 2026. Mayor Rick VanDorp called the meeting to order at 7:00 P.M.

PRESENT: Councilmembers - Mayor VanDorp, Mayor Pro-Tern Gruppen, Timmer, Lam, Langeland, Perkins, Bult
ABSENT: None

Staff Present: City Attorney Jim Donkersloot, City Manager Tim Klunder, Asst City Manager/Finance Director Kevin Plockmeyer, Interim Fire/Rescue Chief Mitch Harsevoort and City Clerk Kristi DeVerney

The Invocation was offered by Pastor Dirk Koetje from North Street Christian Reformed Church. The Pledge of Allegiance to the Flag

Approve additions/deletions to the Agenda

Motion was made by Councilmember Perkins and Supported by Councilmember Lam to add the Mead Johnson Hold Harmless Agreement to the March 2, 2026, City Council agenda. Motion carried. All voting aye.

Consent Agenda

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to approve the Consent Agenda.

1. Approve minutes of the City Council Work Study of February 16, 2026,
2. Approve minutes, as amended, of the Regular City Council meeting of February 16, 2026.
3. Receive for information draft minutes of January 20, 2026, Library Advisory Board meeting.
4. Receive for information draft minutes of February 5, 2026, Planning Commission meeting.
5. Receive for information draft minutes of February 16, 2026, Clean Water Plant Technical Review meeting.
6. Receive for information draft minutes of February 17, 2026, Board of Public Works meeting.
7. Receive for information draft minutes for February 17, 2026, Board of Zoning Appeals meeting.

Ayes: Mayor Pro-Tem Gruppen, Timmer, Lam, Langeland, Perkins, Bult, Mayor VanDorp
No Vote: None
Absent: None

City Managers Report

City Manager Klunder reported:

Planning Commission – The Planning Commission will hold their regular monthly meeting on

Thursday, March 5. At the meeting the Planning Commission will start the process of reviewing the N. Division vacation request from Mead Johnson that City Council forwarded to the Planning Commission for review.

BL-196 Pedestrian Bridge Funding – Within the 2026 Strategic Action Plan is a goal to confirm potential partner commitments to the project and to seek potential funding sources for the project. Recently, Zeeland Charter Township's Board did confirm their ongoing support for a pedestrian bridge over BL-196. Additionally, we recently submitted a funding request to Representative Slagh under Act 32 of 2025. We see the BL-196 pedestrian bridge as a beneficial project.

Act 210 and Act 255 Sunsets – Earlier this year we passed along information that Act 210 (Commercial Rehabilitation Act) and Act 255 (Commercial Redevelopment Act) sunset on December 31, 2025, and therefore they are no longer tax incentives we can offer to potential developments in Downtown Zeeland. As we previously relayed, the City of Zeeland has used Act 210, Commercial Rehabilitation Act, extensively to support numerous projects in our downtown area. Many of these projects have been from locally owned property owners/businesses. We sent a letter to Representative Slagh identifying the importance of these incentive tools to Zeeland and a request for him to help extend the use of these incentive tools.

Personnel Committee – We will be holding a meeting on March 12. With a pending retirement within the Facilities Maintenance Team, we are evaluating a change from a Building Custodian/Maintenance position to a "100%" maintenance position. Additionally, we are in the process of evaluating all positions within the city organization to ensure they remain market competitive. Our last comprehensive analysis of positions was done in 2022.

Alcohol License Reviews – The city no longer has a committee that conducts a meeting around Alcohol License Reviews, but our administrative team still reviews license holders' compliance with our Alcoholic Beverages Ordinance, performs on-site inspections, reviews any police incidences throughout the year, and ensures that license holders are meeting the appropriate alcohol/non-alcohol sales ratio for their particular license (if applicable). Our team is in the process of collecting that information and it will be submitted to City Council by March 14 deadline for your review (accept the report or recommend denial of a license renewal) at your March 16 meeting.

Brownfield Redevelopment Authority – No meeting date has been set, but our Brownfield Redevelopment Authority will meet in the not-too-distant future. The Brownfield Plan amendment for the JR Automation project is ready for the Brownfield Authority to review and consider (and ultimately City Council). Additionally, while a Brownfield Plan amendment has already been approved for 17 E. Main, an Act 381 Work Plan needs to be submitted to the Michigan State Housing Development Authority (MSHDA) and approved by the Brownfield Redevelopment Authority. That work plan is ready for the Authority's review. Finally, we are looking to finalize a proposed amended policy for Brownfield Tax Increment Financing and a new Economic/Community Financial Tax Incentive Policy.

Action Items

26.029 Fire/Rescue Chief Appointment – Brad Deppe

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Lam to accept the recommendation of Mayor VanDorp and the Fire/Rescue Search Committee to appoint Mr. Brad Deppe as the City of Zeeland's Fire/Rescue Chief effective March 23,

2026, and that his starting annual salary be \$110,000 which is based on the recommended salary range for the Fire/Rescue Chief's position in FY 26/27.

Ayes: Mayor Pro-Tem Gruppen, Timmer, Lam, Langeland, Perkins, Bult, Mayor VanDorp
No Vote: None
Absent: None

26.030 Electric Scada Server Refresh

Motion was made by Councilmember Timmer and Supported by Councilmember Bult to proceed with the purchase of three replacement SCADA servers in an amount not to exceed \$45,675, which includes a 5% contingency to address potential pricing fluctuations, utilizing previously approved capital funds, and authorize procurement through the MiDeal cooperative contract.

Ayes: Timmer, Lam, Langeland, Perkins, Bult, Mayor Pro-Tem Gruppen, Mayor VanDorp
No Vote: None
Absent: None

26.031 City Hall Roof Top Unit Refresh Contract

Motion was made by Councilmember Lam and Supported by Councilmember Bult to waive the formal bidding requirements due to the proprietary nature of the equipment and authorize a contract award to Trane U.S. Inc. in the amount of \$34,450 for the IntelliPak rooftop unit refresh service at City Hall.

Ayes: Lam, Langeland, Perkins, Bult, Mayor Pro-Tem Gruppen, Timmer, Mayor VanDorp
No Vote: None
Absent: None

26.032 Cemetery/Parks Commission Appointment

Motion by Councilmember Langeland and Supported by Mayor Pro-Tem Gruppen to approve the appointment of Sabina Otteman to the Cemetery/Parks Commission with a term expiring May 6, 2029.

Ayes: Langeland, Perkins, Bult, Mayor Pro-Tem Gruppen, Timmer, Lam, Mayor VanDorp
No Vote: None
Absent: None

26.033 Mead Johnson Hold Harmless Agreement

Motion by Councilmember Perkins and Supported by Councilmember Bult to approve the attached Hold Harmless Agreement with Mead Johnson as presented.

Ayes: Perkins, Bult, Mayor Pro-Tem Gruppen, Timmer, Lam, Langeland, Mayor VanDorp
No Vote: None
Absent: None

Report from Council Members

Mayor Pro-Tem Gruppen stated that the Manager's Performance Review will be distributed to the Council members, within the next few weeks, for their input on Manager Klunder's Performance over the last year.

Mayor VanDorp reported that State Representative Brad Slagh invited him, and he attended Governor Whitmer's State of the State Address.

There being no further business, motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adjourn the meeting at 7:31 p.m. Motion carried. All voting aye.

Mayor Richard Van Dorp III

Kristi DeVerney City Clerk

MEMORANDUM OF-STUDY SESSION
Zeeland City Hall Council Chambers Monday, March 2, 2026
6:00 P.M.

Mayor VanDorp called the Study Session to order at 6:00 P.M.

PRESENT: Councilmembers - Mayor VanDorp, Mayor Pro-Tern Gruppen, Timmer, Lam, Langeland, Perkins, and Bult

ABSENT: None

Staff Present: City Attorney Jim Donkersloot, City Manager Tim Klunder, Asst City Manager/Finance Director Kevin Plockmeyer, IT Manager Tim Maloney, Interim Fire/Rescue Chief Mitch Harsevoort, and City Clerk Kristi DeVerney

Fire/Rescue Chief Appointment – Brad Deppe

The Fire/Rescue Chief Search Committee conducted phone interviews and in-person interviews during the last couple of months and ultimately decided that Mr. Brad Deppe provided the city with the best option and continued to work with Mr. Deppe through the screening process by holding “meet and greets” with the city’s management team and Fire/Rescue Department members.

A conditional offer of employment was provided to Mr. Deppe, which he accepted, subject to City Council accepting Mayor VanDorp’s recommendation and successful completion of a physical exam and background checks. Mr. Deppe’s potential first day will be Monday, March 23, 2026.

The recommendation, of Mayor VanDorp and the Fire/Rescue Search Committee, is to accept the appointment of Brad Deppe as the City of Zeeland’s Fire/Rescue Chief effective March 23, 2026, and that his starting annual salary be \$110,000 which is based on the recommended salary range from the Fire/Rescue Chief’s position in FY 26/27.

Electric Scada Server Refresh

Zeeland Board of Public Works Electric SCADA (Supervisory Control and Data Acquisition) infrastructure

supports critical operational systems. The existing SCADA application servers and replication server have reached end-of-life and are no longer within their recommended hardware lifecycle. Continued operation on aging infrastructure increases the risk of hardware failure, extended downtime, and limited manufacturer support options.

Enterprise server hardware pricing remains volatile due to global supply chain pressures, AI-driven data center demand, and tariff impacts. These conditions have elevated equipment costs and reduced pricing predictability. Including a modest contingency is prudent to address potential fluctuations prior to final procurement.

Proposal:

The proposed refresh includes:

- Replacement of two virtual SCADA application servers
- Replacement of one virtual replication server
- Deployment of three new enterprise-class servers
- Elimination of two virtual domain controllers within the SCADA network

- Migration of hypervisors from VMware to Microsoft Hyper-V, reducing ongoing licensing costs
- Preservation of redundancy to maintain continuous SCADA operations The cost per server is \$14,500, resulting in a base purchase total of: 3 servers × \$14,500 = \$43,500

A 5% contingency is recommended due to current market volatility:

5% contingency = \$2,175

Total not-to-exceed amount:

\$45,675

Capital funds previously requested and allocated include:

- \$35,000 for two SCADA servers
- \$15,000 for one replication server Total capital allocation: \$50,000

The proposed purchase, including contingency, remains within the approved capital allocation.

The quoted pricing is provided directly by Dell under the State of Michigan MiDeal cooperative purchasing contract, which satisfies competitive procurement requirements. Accordingly, staff recommend that the formal three-bid process be waived for this purchase in accordance with the City's purchasing policy.

It is recommended that the City proceed with the purchase of three replacement SCADA servers in an amount not to exceed \$45,675, which includes a 5% contingency to address potential pricing fluctuations, utilizing previously approved capital funds, and authorize procurement through the MiDeal cooperative contract.

City Hall Rooftop Unit Refresh Contract Award

Last summer, we experienced a number of cooling issues at City Hall due to failures on the rooftop HVAC unit serving the building. While the unit remains operational because of significant attention from the Facilities Team, several major components are original and have reached a point in their life cycle where failure risk is significantly elevated.

Trane has evaluated the equipment and proposed participation in their IntelliPak Refresh Service Program. This program is a comprehensive factory-warranted service intended to restore critical components to original operating condition and extend the useful life of the unit. The scope includes replacement of both compressors, dryers, crankcase heaters, power contactors, airflow proving switches, cabinet integrity improvements, and related components, along with all crane and rigging labor.

The total cost for the refresh service is \$34,450 as opposed to a new unit which is expected to exceed \$200,000. Completion of the refresh provides a two-year compressor parts and labor warranty, with one year parts coverage on other replaced components.

Given the proprietary nature of the Trane IntelliPak system and the specific components involved in this refresh, these repairs must be performed by Trane authorized personnel utilizing factory parts and processes. The equipment design and warranty requirements limit this work to the manufacturer's service provider. As such, competitive bidding is not practical for this project.

Recommendation for City Council is to waive the formal bidding requirements due to the proprietary nature of the equipment and authorize a contract award to Trane U.S. Inc. in the amount of \$34,450

for the IntellPak rooftop unit refresh service at City Hall.

There being no further items to discuss, Work study was adjourned at 6:40 P.M.

Kristi DeVerney, City Clerk