

Council Meeting
Common Council
August 3, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, August 3, 2026. Mayor 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, Interim City Manager/Finance Director Kevin Plockmeyer, Community Development Director Tim Maday, Police Chief Tim Jungel, and City Clerk Kristi DeVerney

In honor of City Manager, Tim Klunder, a black cloth covered the space where he would normally sit during council meetings. This was the first Council meeting since his passing on July 27th.

The Invocation was offered by Interim City Manager/Finance Director Kevin Plockmeyer.
The Pledge of Allegiance to the Flag

Consent Agenda

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

1. Approve minutes of the City Council Work Study of July 20, 2026.
2. Approve minutes of the Regular City Council meeting of July 20, 2026.
3. Receive for information draft minutes of June 4, 2026, Planning Commission meeting.
4. Receive for information draft minutes of June 11, 2026, Shopping Area Redevelopment Board meeting.

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

Public Comment

Travis McGeehan (22 N Jefferson St) continues to have concerns with Spectrum being the only option for internet in the City of Zeeland. ICM Plockmeyer gave an update regarding T-Mobile fiber lines. MetroNet was originally supposed to discuss with staff this past spring, but staff haven't heard from them yet.

Communications

None

Interim City Managers Report

ICM Plockmeyer reported:

Church Street Construction Project – Work continues on the project, and the contractors continue to stay on schedule. Over the past week, crews continued working on sanitary sewer south of

Central Avenue and storm sewer north of Central Avenue. Next week, we expect to see visible progress on the south section of Central. We anticipate that Lincoln will be open to traffic, albeit on gravel, by the end of the week.

As we look ahead, we expect Main to close at the end of August, but our hope is that Central will be open to traffic by that time.

Early Voting – Early voting, for City of Zeeland registered voters, continued through Sunday, August 2. Voting took place at the Howard Miller Library Community Center. Voters were also able to vote on August 4 (Election Day).

BPW New Generation Implementation Plan – BPW Manager Boatright noted “Representatives from Zeeland BPW recently met in person with MPPA and other municipal utilities participating in the agency’s Behind-the-Meter Generation initiative. MPPA presented its recommended generation technology, proposed project participation and energy off-take levels, and preliminary project economics. The group also discussed potential ownership structures, including the respective roles of MPPA and participating municipal utilities. Preliminary development, decision-making, and implementation timelines were reviewed, and additional due diligence is underway regarding generator manufacturers and technologies, interconnection requirements, permitting, and other siting considerations.

Staff also scheduled meetings with key industrial customers to discuss the need for additional generating capacity beginning in 2030-31, explain the near-term option of adding on-system generation, and obtain customer perspectives to help inform the New Generation Implementation Plan. Staff will provide additional updates as recommendations are further developed.

Events – July came to a close with many regular summer events wrapped up for the month: including Zeelmania and Soundz of Summer. In August, National Night Out will be on Tuesday, August 4, Music on Main will return downtown on Wednesday, August 6 & August 20 from 6:00pm to 9:00pm. Sweet Summer Night is also scheduled for Wednesday, August 12, with seating and concessions beginning at 7:00pm and the movie starting at 7:30pm. A big thank you to those that continue to make these events possible and help highlight what makes Zeeland such a special community.

Note of Appreciation – This was a difficult and emotional week for the City organization as we continue to process Tim’s passing and walk alongside the Klunder family during this time. A big thank you to City Council, our staff, and the broader community for the support, encouragement, and grace that has been extended throughout the week. A special thank you to our staff for the way they have continued to serve the community, support one another, and assist with the many details that needed attention during a very heavy week. The care shown for Tim, Kim, and the Klunder family has been deeply meaningful, and we will continue to support our staff and the family in the days and weeks ahead.

Action Items

26.121 Zeeland Historical Society Charitable Gaming License

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to approve the Local Governing Body Resolution recognizing the Zeeland Historical Society as a nonprofit organization operating in the community for purposes of obtaining charitable gaming licenses from the State of Michigan.

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

26.122 Well Parcel Conveyance

Motion was made by Councilmember Timmer and Supported by Councilmember Lam to approve the Quit Claim Deed releasing any remaining interest the City may have in a portion of the property located at 222 N Franklin Ave and authorize the Mayor and City Clerk to execute the document on behalf of the City.

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

26.123 Clean Water Plant Lab Renovations Design Contract Award

Motion was made by Councilmember Lam and Supported by Councilmember Bult to approve the proposal from TowerPinkster for professional architectural and engineering services associated with the Clean Water Lab Renovations Project in the amount of \$121,500.

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

26.124 Penny Rounding Policy

Motion was made by Councilmember Langeland and Supported by Councilmember Bult to approve the attached resolution adopting the Disbursement and Penny Rounding Policy.

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

26.125 City Building Fund Closure Budget Amendment

Motion was made by Councilmember Perkins and Supported by Councilmember Lam to approve a budget amendment for the transfer of \$15,326.07 to close our City Building Fund and transfer the funds to our Building Maintenance Fund.

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

26.126 Planning Commission Appointment

Motion was made by Councilmember Bult and Supported by Councilmember Timmer to approve the appointment of Aaron Mason to the Planning Commission with a term expiring January 1, 2029.

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

26.127 Board of Review Appointment

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Lam to approve the appointment of Al Dannenberg to the remainder of the 3-year term on the Board of Review with a term expiring May 7, 2029.

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

Councilmember Lam thanked all those who helped during the Zeeland Festival and also during City Manager Tim Klunder's passing. He is proud of our city.

There being no further business, motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adjourn the meeting at 7:27 P.M. Motion carried. All voting aye.

Mayor Richard VanDorp III

City Clerk Kristi DeVerney

MEMORANDUM OF-STUDY SESSION
Zeeland City Hall Council Chambers Monday, August 3, 2026
6:15 P.M.

Mayor VanDorp called the Study Session to order at 6:15 P.M.

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

ABSENT: None

Staff Present: City Attorney Jim Donkersloot, Interim City Manager/Finance Director Kevin Plockmeyer, Community Development Director Tim Maday, Police Chief Tim Jungel, and City Clerk Kristi DeVerney

Zeeland Historical Society Charitable Gaming License

Audrey Roho, Interim Director of the Zeeland Historical Society, is requesting that City Council adopt a resolution recognizing the organization as a nonprofit organization operating within the community for purposes of obtaining a charitable gaming license from the State of Michigan. This license should not expire for many years unless the State of Michigan makes changes.

ICM Plockmeyer stated that the Zeeland Historical Society is planning to conduct a raffle as part of its annual fundraiser this fall. Before an organization that has not previously qualified may apply for a charitable gaming license, it must obtain a resolution of recognition from its local governing body.

The Historical Society has provided the State of Michigan's standard Local Governing Body Resolution for Charitable Gaming Licenses. The resolution would recognize Zeeland Historical Society as a nonprofit organization operating in the City of Zeeland for purposes of obtaining charitable gaming licenses. Approval of the resolution does not issue a gaming license or authorize a specific raffle. The organization must still complete the State's licensing process.

Recommendation to approve the Local Governing Body Resolution recognizing the Zeeland Historical Society as a nonprofit organization operating in the community for purposes of obtaining charitable gaming licenses from the State of Michigan.

Well Parcel Conveyance – Zeeland Public Schools

Community Development Director Maday noted the City of Zeeland previously held an interest in a small parcel located within what is now Zeeland Public Schools' property on Franklin Ave in Holland Township. The property was originally conveyed to the City in 1930 for well purposes, with the deed providing that the City's interest would cease once the property was no longer used for that purpose.

The parcel has not been used for well purposes for many years. At the request of Zeeland Public Schools, the City Attorney has prepared a Quit Claim Deed to formally release any remaining interest the City may have in the property, clearing the title record for the current owner. This deed came before Council for review and approval on August 3rd. When the signing of the deed is approved, it is the last action in this matter.

Recommendation to approve the Quit Claim Deed releasing any remaining interest the City may have in a portion of the property located at 222 N Franklin Ave and authorize the Mayor and City Clerk to execute the document on behalf of the City.

Clean Water Plant Lab Renovation Design Contract Award

ICM Plockmeyer stated the Fiscal Year 2027 Clean Water Plant budget includes \$500,000 for renovations to the Clean Water Plant laboratory and related staff support spaces. The project is intended to modernize approximately 1,400 square feet within the existing facility at 144 East Lincoln Avenue.

The proposed improvements include new laboratory casework, counters and storage; upgrades to the fume hood, plumbing, HVAC, electrical and technology systems; new lighting, ceilings and finishes; and improvements necessary to address laboratory safety requirements. The project also includes renovations to the locker room, shower, restroom and custodial support spaces to better address current and future accessibility and staff needs.

TowerPinkster has submitted a proposal to provide professional architectural and engineering services for the project. The proposed services include:

- Schematic design and programming
- Design development
- Construction documents
- Architectural, structural, mechanical, electrical and plumbing engineering
- Cost estimates during the schematic design and design development phases
- Code review and coordination
- Bidding assistance
- Construction administration

TowerPinkster anticipates beginning work in August 2026, with the design, bidding and permitting phases occurring before construction. TowerPinkster has proposed a fixed fee of \$120,000, based upon an anticipated construction cost of \$1.5 million. Reimbursable expenses are estimated at an additional \$1,500, resulting in a total authorization of \$121,500.

The architectural and engineering fee represents approximately 8% of the estimated construction cost. The project involves the renovation of an existing technical laboratory and includes architectural, structural, mechanical, electrical and plumbing engineering, as well as cost estimating, bidding assistance and construction administration.

Although the Fiscal Year 2027 budget includes \$500,000 for this project, initial feedback indicates that this amount will likely be insufficient to complete the full anticipated scope. The design process will allow the City to further define the improvements, evaluate alternatives and develop more reliable construction cost estimates.

Once the design has progressed sufficiently and the full project cost is better understood, staff will return to both the Clean Water Plant Technical Committee and City Council for review and approval of the proposed construction scope and funding plan.

Based upon the preliminary construction estimate, it is likely that the project will need to be modified or incorporated into a multi-year capital improvement plan. Approval of the professional design services does not authorize construction or commit the City to the full \$1.5 million preliminary construction estimates.

Councilmembers had comments/questions about the following: including Geothermal, rest of building has already been remodeled, question about more architect choices, and that \$1.5 million is a reasonable amount for this project.

Recommend City Council approve the proposal from TowerPinkster for professional architectural and engineering services associated with the Clean Water Lab Renovations Project in the amount of \$121,500.

Penny Rounding Policy

ICM Plockmeyer noted the United States Mint is no longer producing pennies for general circulation. Although pennies remain legal tender and may continue to be used, the supply available to businesses and governmental entities is expected to decline over time. As a result, the City may eventually experience difficulty maintaining enough pennies to provide exact change for cash transactions.

The City currently accepts cash payments for utility bills, taxes, permits, fees, and other financial transactions. It is appropriate to establish a policy before a shortage affects City operations. Adopting the policy in advance will provide clear direction to employees and help ensure that cash transactions are handled in a uniform manner.

The proposed Disbursement and Penny Rounding Policy would continue to require exact change whenever pennies are available. Payments made by check or electronic payment would also continue to be processed for the exact amount due and would not be affected by the policy.

The rounding provisions would apply only when pennies are unavailable and payment is made in cash. Under the proposed policy:

- Cash invoice amounts ending in one through four cents would be rounded down to the nearest amount divisible by five.
- Cash invoice amounts ending in five cents would remain unchanged.
- Cash invoice amounts ending in six through nine cents would be rounded up to the nearest amount divisible by five.
- Employees collecting payments on behalf of the City would be authorized to make an applicable adjustment in accordance with the policy.

The proposed policy does not eliminate the acceptance of pennies, change the City's established rates or fees, or authorize rounding when the City is able to provide exact change. Instead, it establishes a practical and consistent procedure that can be used if pennies are no longer reasonably available. Approval of the resolution will establish a uniform procedure for cash transactions if pennies become unavailable, while preserving exact invoice amounts for payments made by check or electronically.

Recommend City Council approve the resolution adopting the Disbursement and Penny Rounding Policy.

City Building Fund Budget Amendment

ICM Plockmeyer stated the City Building Fund is classified as a governmental fund. Under governmental fund accounting, building improvements are generally recorded as capital expenditures when the costs are incurred. Depreciation expense is not recorded within the individual governmental fund, although the capital assets and related depreciation are recognized as part of the City's government-wide financial statements.

The City currently maintains a Building Maintenance Fund that is classified as an internal service fund and would satisfy the accounting structure recommended by the City's auditors to close the City Building Fund and transfer the remaining resources to the Building Maintenance Fund.

This change will not reduce the City's ability to separately track individual building projects. Project-specific accounts and reporting can continue to be used within the Building Maintenance Fund to provide transparency regarding project budgets, expenditures, and available resources.

Recommend City Council approve a budget amendment for the transfer of \$15,326.07 to close our City Building Fund and transfer the funds to our Building Maintenance Fund.

Planning Commission Appointment – Aaron Mason

City Clerk DeVerney noted there is a vacancy on the Planning Commission due to Amanda Cooper resigning. Aaron Mason has submitted a Consideration for Appointment form to serve on the Planning Commission, filling Amanda Cooper's vacated seat. Mayor VanDorp is recommending this appointment.

Recommend City Council approve the appointment of Aaron Mason to the Planning Commission with a term expiring January 1, 2029.

Board of Review Appointment – Al Dannenberg

City Clerk DeVerney stated Chad Keegstra is retiring, from the Board of Review, with the expired term of May 7, 2029. Al Dannenberg is seeking appointment for the remainder of the 3-year term.

Recommend City Council approve the appointment of Al Dannenberg to the Board of Review with a term expiring May 7, 2029.

There being no further items to discuss, Work Study was adjourned at 6:42 P.M.

Kristi DeVerney, City Clerk