

Village of Lakewood Club
Meeting Minutes
April 25, 2016
www.villageoflakewoodclub.org

CALL TO ORDER: Meeting called to order by President Russell Lichner at 7:00 pm.

PLEDGE OF ALLEGIANCE:

ROLL CALL: President Russell Lichner, Trustee Debbie Houtteman, Mark Spencer, Robert Sikkenga, Sarah Swanson, Mort Loss, Jack Carmean, Street Administrator Rick Budde, Clerk Wendy Bloem and Treasurer Lisa Swanson

ACCEPT OR AMEND AGENDA:

Motion by Trustee Loss, second from Trustee Carmean to accept the April 25, 2016 meeting agenda as submitted. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

PUBLIC COMMENT:

Juan Cabrera questioned why his business could not have a sign at the end of Kenwood and Russell Road due to it being in the road right-of-way, when Mike Stout has a sign at the end of his driveway in the road right-of-way. President Lichner will have Zoning Administrator Val Jensen look into this.

Daniel Hess introduced himself and stated that he is candidate running for Trustee for Dalton Township.

Ken Mahoney County Commissioner stated that he will be running again for District #9 County Board of Commissioner.

WORK SESSION MINUTES: no work session minutes due to annual meeting

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Loss, second from Trustee Carmean to accept the March 28, 2016 Regular meeting minutes as submitted by Clerk W. Bloem. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

CORRESPONDENCE:

- A letter was received from Dalton Township reminding the Village Council that it is time to do the adopt-a-road clean up.
- A letter was received from Michael Forster Fund Administrator with the Michigan Municipal League congratulating the Village for receiving one of 33 Loss Control Achievement Awards presented annually by the Michigan Municipal League Worker's Compensation Fund.

TREASURER'S REPORT:

Motion by Trustee Spencer, second from Trustee Loss to accept the April 2016 Treasurer's report as submitted by Treasurer Lisa Swanson. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee Loss, second from Trustee Carmean to accept the finance report and pay the bills for the month of April 2016. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

LOTS:

Deputy Clerk Kilmer reported that she called the property owner from Traverse City and left her a message informing her if she could not find the deed to the four lots in section six, she may just want to quit paying the taxes.

Deputy Clerk Kilmer also stated that an individual expressed interest on property the Village owns on Hickory. She stated the Village has \$8,972 tied up in the cost of demolition, capping the wells and having DTE cut the gas line. She stated the cost to run the bid in Beacon could be around \$250 for a total of \$9221.43. She is asking Council if they wish to put the property up for bid.

Motion by Trustee Sikkenga, second from Trustee Spencer to give approval to post an ad in the White Lake Beacon to sell Village property, parcel #61-42-500-029-0039.00 Lots 39-49 and parcel #61-42-500-029-0047.00 lots 47 and 48 minimum bid to be \$9,300.00. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

LAKE:

Clerk Bloem informed the Council that she mailed a letter to Dalton Township requesting the weed control check for Fox Lake.

LIQUOR INSPECTION: Three inspections made and on file for review.

ORDINANCE ENFORCEMENT:

Ordinance Enforcer Michael Mudge submitted a report for review for the month of March 2016. Mike Mudge also reported that he mailed out 18 generic letters to people with problems yards reminding them of the free curbside pickup day.

BUILDING INSPECTIONS AND PERMITS: On file for review.

PARK:

Park Administrator Rick Budde reported that the power to the Pavilion has been cut, he thinks the line is broke under the concrete.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported that he attended a small urban meeting and made amendments to the paperwork for the Small Urban Grant for the Automobile project. He stated that the Village should get the full \$300,000 dollars.

PLANNING COMMISSION:

Clerk Bloem informed the Council that a Public Hearing is scheduled for Tuesday April 26, 2016 at 6:30 p.m. to hear public comment on the amendments to the Dock Ordinance, Storage Ordinance and the Sign Ordinance.

H.R. COMMITTEE:

Trustee Sikkenga reported that the H.R. Committee discussed at their meeting good record keep on employees by starting personnel files, document annual reviews and to track projects and goals to achieve. He also stated the personnel policy book needs to be updated.

CALENDAR:

The Human Resource meeting will be held on Tuesday May 10, 2016 at 6:00 p.m. The Planning Commission meeting will held on Wednesday May 18, 2016 at 6:30 p.m. The Village work session meeting will be held on Monday, May 23, 2016 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Re-schedule adopt-a-road clean-up:

Council discussed and decided to schedule the road clean-up to be held on Thursday May 5, 2016. Everyone needs to meet at the DPW at 6:00 p.m.

B. Update on 102 W. Raymond:

Deputy Clerk Kilmer reported that the house and all the accessory structures have been tore down and hauled away.

C. Update on McLarens houses:

Deputy Clerk Kilmer reported that the McLarens two houses have been left to a niece that is homeless and wants nothing to do with them. Mary stated that they will probably come back to the Village for back taxes.

NEW BUSINESS:

A. Village Personnel Policy Manual:

Council discussed and decided to review the manual for one more month and discuss any changes at the June meeting.

B. 2016 4th of July Activities:

President Lichner stated that Mary Kay Weber came to the Work Session meeting asking if the Council would allocate money for any July 4th activities. Clerk Bloem informed the Council that there is \$10,000 budgeted in Community Promotions, \$8,000 for fireworks and \$1,000 to cover Christmas lights. She stated if Council approves this will leave \$1,000 to use for any activities for the 4th of July.

Motion by Trustee Sikkenga, second from Trustee Spencer approve the expenditure of \$1,000 to be used for 4th of July activities. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

C. Appoint Code Inspectors and Ordinance Enforcer:

President Lichner informed the Village Council that he is recommending Val Jensen to the serve as Building Inspector, Edward Pulaski to serve as Mechanical and Electrical Inspector and Jim Callender to serve as Plumbing Inspector from April 1, 2016 to March 31, 2018, 2 years. President Lichner is also recommending Michael Mudge to serve as Ordinance Enforcer from April 1, 2016 to March 31, 2017, 1 year.

Motion by Trustee Sikkenga, second from Trustee Loss to approve President Lichners code inspectors and Ordinance inspector recommendations as follows, Val Jensen to serve as Building Inspector, Edward Pulaski to serve as Mechanical and Electrical Inspector and Jim Callender to serve as Plumbing Inspector from April 1, 2016 to March 31, 2018, 2 years. President Lichner is also recommending Michael Mudge to serve as Ordinance Enforcer from April 1, 2016 to March 31, 2017, 1 year. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

D. Other:

Trustee Sikkenga asked the Clerk if his monthly meeting check could be made out to the Civic builders to help with improvements. Clerk Bloem told him the check needs to be drafted in his name. Then he can donate it to the Civic Builders.

Mary Kilmer thanked the Council for their work. President Lichner also wanted to thank Lisa, Rick, Cheryl and Mary for their hard work.

ADJOURMENT:

Motion by Trustee Swanson to adjourn the April 25, 2016 regular meeting at 7:45 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk