

Village of Lakewood Club
Meeting Minutes
August 22, 2016

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, Mort Loss, Jack Carmean, Street Administrator Rick Budde, Clerk Wendy Bloem and Treasurer Lisa Swanson

ABSENT: Trustee Sarah Swanson

ACCEPT OR AMEND AGENDA:

Motion by Trustee Loss, second from Trustee Spencer to approve the agenda for August 22, 2016. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

PUBLIC COMMENT: no public comment

WORK SESSION MINUTES:

Motion by Trustee Spencer, second from Trustee Loss to accept the July 25, 2016 Work Session minutes as submitted by Clerk W. Bloem. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Houtteman, second from Trustee Carmean to accept the July 25, 2016 Regular meeting minutes as submitted by Clerk W. Bloem. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

TREASURER'S REPORT:

Motion by Trustee Loss, second from Trustee Carmean to accept the August 2016 Treasurer's report as submitted by Treasurer Lisa Swanson. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee Carmean, second from Trustee Loss to accept the finance report and pay the bills for the month of August 2016. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

LAKE:

Mary Kilmer suggested to the Council that they re-activate the lake committee. She stated that Rick and Terry are too busy trying to keep up the park and roads to give the lake the attention it needs. Mary stated that the people on the lake committee are capable of operating the boat and spraying for weeds on the lake. Council had questions on whether the Village would be liable for someone not employed by the Village operating Village equipment. Clerk Bloem will call Michigan Municipal League and gets this question answered.

Trustee Houtteman informed Rick that she is frustrated that she has asked month after month for the weeds to be sprayed in the lake and Rick only went out one time. Rick stated that he has been out twice to spray the lily pads.

Ken Mahoney stated that the Village may want to contact Chad Hipshire from the Muskegon Conservation District regarding the Phragmites in the 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 July 2016.

BUILDING INSPECTIONS AND PERMITS: On file for review.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported that the credit went through for Webb Chemical. He will use this company to purchase calcium chloride for the roads.

PLANNING COMMISSION:

Trustee Houtteman reported that the Planning Commission will be holding a Public Hearing on a proposed amendment to Chapter 4, Section 401 (5) Structure Regulations, Chapter 7, Section 701 (4) and Chapter 8, Section 801 (3) of the Zoning Ordinance. Public Hearing will be held on Wednesday August 24, 2016 at 6:30 p.m.

H.R. COMMITTEE:

Trustee Sikkenga stated that the Human Resource Committee reviewed Chapter 3 of the Village's policy manual and made necessary changes. He is asking the Council to read Chapter 4 of the policy manual and make any changes necessary and bring to the next H.R. meeting or drop changes off to the Village office.

CALENDAR:

The Human Resource meeting will be held on Wednesday September 14, 2016 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday September 21, 2016 at 6:30 p.m. The Village work session meeting will be held on Monday, September 26, 2016 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Food Truck:

Clerk Bloem reported that Mr. Cabrero will be attending the Planning Commission meeting on Wednesday August 24, 2016 after the Public Hearing. Attorney Sweeting will also be attending that meeting to answer any questions Mr. Cabrero may have on his food truck.

B. Update on Wolverine Fireworks:

President Lichner stated that in order to get a contract with Wolverine Fireworks the Council had to come up with dates to hold the Village fireworks for the year 2017, 2018 and 2019. It was decided to hold the fireworks in 2017 on July 1st the Saturday before the 4th. In 2018 it was decided to hold the fireworks on June 30th, the Saturday before the 4th and in 2019 the fireworks would be held on July 6th the Saturday after the 4th.

C. Update on phone bill:

Clerk Bloem stated that the Village has a year contract with Frontier and the cost to get out of the contract is approximately \$1,300. The office will look into changing the phone companies around March of 2017.

NEW BUSINESS:

A. Lake Michigan Chapter of ICC/Code Books

President Lichner stated that Village Building Inspector Val Jensen and several municipalities in the area paid a subscription to MADCAD.com building codes and eLibrary to be able to access the most used referenced standards in the State of Michigan. The yearly subscription is \$412.36 this would be split between Whitehall Township and the Village for a cost of \$206.18 per year. This will save the Village approximately one thousand dollars by having to purchase the books that are not needed by our Village.

Motion by Trustee Loss, second from Trustee Spencer to approve the expenditure of \$206.18 to have a yearly subscription to MADCAD.com building codes and eLibrary to access Michigan Codes. Roll call: Trustee D. Houtteman-Aye, M. Spencer-Aye, R. Sikkenga-Aye, M. Loss-Aye, J. Carmean-Aye. Ayes: 5, Nays: None. **Motion Carried.**

B. Budget Amendments:

Clerk Bloem request budget amendments to the following accounts. Governing Body, 101-101-880.000 Community Promotion \$380.00. Account to cover amendment to Governing Body 101-101-956.000 Miscellaneous and amendment to Village Park, 101-753-775.000 Repairs and Maintenance \$1,000.00. Account to cover amendment to Village Park 101-753-801.000 Professional and Contract Services. Total budget amendments is \$1,380.00.

Motion by Trustee Sikkenga, second from Trustee Spencer to accept and approve budget amendments under Governing Body 101-101-880.000 Community Promotion \$380.00 and under Village Park 101-753-775.000 Repairs and Maintenance \$1,000, for a total of \$1,380.00. Roll call: Trustee D. Houtteman-Aye, M. Spencer-Aye, R. Sikkenga-Aye, M. Loss-Aye, J. Carmean-Aye. Ayes: 5, Nays: None. **Motion Carried.**

C. Other:

President Lichner stated that it was brought up by Mark Verhoeven with the Neighborhood Community Watch program and discussed by Council to purchase neighborhood watch signs to be displayed on streets and in yards. The cost of these signs would be approximately \$300.00.

Motion by Trustee Carmean, second from Trustee Sikkenga to approve the expenditure of three hundred (300) dollars to purchase neighborhood watch signs. Roll call: Trustee D. Houtteman-Aye, M. Spencer-Aye, R. Sikkenga-Aye, M. Loss-Aye, J. Carmean-Aye. Ayes: 5, Nays: None. **Motion Carried.**

Motion by Trustee Loss to adjourn the August 22, 2016 regular meeting at 7:30 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk