

**Village of Lakewood Club
Meeting Minutes
February 27, 2017**

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

PLEDGE OF ALLEGIANCE:

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

ACCEPT OR AMEND AGENDA:

Motion by Trustee Verhoeven, second from Trustee Sikkenga to approve the meeting agenda for February 27, 2017. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Verhoeven-**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 Verhoeven to accept the January 23, 2017 Work Session minutes as submitted by Clerk Bloem. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Verhoeven-**Aye**, J. Carmean-**Aye**. Ayes: 5 Nays: None. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Spencer, second from Trustee Sikkenga to accept the January 23, 2017 Regular meeting minutes as submitted by Clerk Bloem. Roll call: M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Verhoeven-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

TREASURER'S REPORT:

Motion by Trustee Carmean, second from Trustee Swanson to accept the February 2017 Treasurer's report as submitted by Treasurer Lisa Swanson. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Verhoeven-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee Verhoeven, second from Trustee Carmean to accept the finance report and pay the bills for the month of February 2017. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Verhoeven-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

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 January 2017

BUILDING INSPECTIONS AND PERMITS: On file for review.

PARK:

Park Administrator Rick Budde stated that the new cameras in the park work great, the pictures are very clear.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported the salt use is down this year. He is working on scrapping out the old brine truck.

PLANNING COMMISSION:

Trustee Verhoeven reported that the Planning Commission has finished the final draft of the Solicitors, Peddlers and Itinerant Merchants Ordinance and are waiting for Council to approve it for publication

HUMAN RESOURCE MEETING: No meeting held in January.

CALENDAR:

The Human Resource meeting will be held on Wednesday March 15, 2017 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday March 22, 2017 at 6:30 p.m. **The Village annual meeting will be held on Monday, March 27, 2017 at 6:00 p.m.** the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Inspection report on 410 Kenwood:

President Lichner stated that Val Jensen inspected the house at 410 Kenwood and submitted a report for the Councils review. His findings are the home at 410 Kenwood has been vacant and unheated for a few years. Issues have resulted due to this. Extensive damage to the structure deems this home unfit to currently live in. Val listed the issues he found in his report to the Council.

Motion by Trustee Verhoeven, second from Trustee Spencer, to publish in the White Lake Beacon that the Village is accepting sealed bids for the property located at 410 Kenwood. Minimum bid will be \$5,500 and to be opened at the March 27, 2017 meeting. Roll call: M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson -**Aye**, M. Verhoeven, -**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

B. Solicitors, Peddlers and Itinerant Merchants Ordinance:

1. Set fee by resolution for a Solicitors, Peddlers and Itinerant Merchants application. Council discussed and agreed to set the application fee at \$50.00. This fee is non-refundable.

Motion by Trustee Sikkenga, second from Trustee Verhoeven to set fee by resolution for a Solicitors, Peddlers and Itinerant Merchants application at \$50.00 per permit. The fee is non-refundable. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, M. Verhoeven, -**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

2. Council discussed and changed under Section 2113 second sentence delete their and add all, delete ~~from the Village~~. Sentence should read “Transient merchants and itinerant vendor, religious solicitor or any solicitor, canvasser or peddler are required to exhibit all licenses.”

Motion by Trustee Verhoeven, second from Trustee Spencer to adopt with changes and publish the Solicitors, Peddlers and Itinerant Merchants Ordinance. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, M. Verhoeven, -**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried**

NEW BUSINESS:

A. Budget Amendments:

Clerk Bloem requested budget amendments to the following accounts. General Fund 101-266-801.000 Professional & Contract Services \$1,000, Inspection Department 101-371-801.000 Building Inspector \$500, 101-441-703.001 Wages Equipment \$4,000, 101-441-703.002 Wages Maintenance \$1,000, 101-441-707.006 Part Time Wages Equipment \$1,300, 101-441-775.000 Repairs and Maintenance Equipment \$1,000. Amendment to Local Road Fund 203-449-775.000 Repairs and Maintenance \$5,000, 203-449-703.001 Part Time Wages \$105. 101-449-703.000 Full Time Winter Maintenance \$1,000, 203-478-703.006 Overtime Wages Winter Maintenance \$500. See attached sheet.

Motion by Trustee Verhoeven, second from Trustee Carmean to accept and approve the above budget amendments submitted by Clerk Bloem totaling \$8,800 for General Fund and \$6,605 to Local Road Fund. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, M. Verhoeven, -**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

B. Contract from Muskegon County Road Commission:

President Lichner stated that he needs a motion to sign the contract from Muskegon County Road Commission to chip seal and fog seal Kenwood Road (Russell to Automobile) Kedzie & Parkway (Kenwood to White Lake Drive and Kedzie Road (Kenwood to Lakewood) in the amount of \$93,078.

Motion by Trustee Spencer, second from Trustee Verhoeven to accept and have President Lichner sign the contract from Muskegon County Road Commission to chip seal and fog seal Kenwood Road (Russell to Automobile) Kedzie & Parkway (Kenwood to White Lake Drive) and Kedzie Road (Kenwood to Lakewood) in the amount of \$93,078. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, M. Verhoeven, -**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

C. 2017 Fireworks:

President Lichner stated that the Council needs to approve by motion to file the application for fireworks, to approve the permit to display fireworks, to possess fireworks and to approve the purchase of fireworks from Wolverine Fireworks Inc. in the amount of \$8,000.00.

Motion by Trustee Verhoeven, second from Trustee Carmean to give Rick Budde on behalf of the Village of Lakewood the approval to file the application for fireworks, to approve the permit to shoot fireworks, to approve the permit to possess fireworks, and to approve the purchase of fireworks from Wolverine Fireworks Inc. in the amount of \$8,000.00. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, M. Verhoeven-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

D. Speed Study from Muskegon County Road Commission:

Council directed Street Supervisor Budde to contact the State Police and ask if it is mandatory for the Village to adopt the speed study done by the Michigan State Police and report at the next meeting.

E. Extension on food permit:

Council discussed and consensus is to hold off issuing a permit to Mr. Cabrero until the Solicitors, Peddlers and Itinerant Merchants Ordinance is published.

F. Miss Dig:

Rick is not sure if the Village is required to be a MISS DIG member by State Law under the MISS DIG Underground Facility Damage Prevention and Safety Act. He stated the Village does not maintain underground utilities. He will check into this and report back at the next meeting.

ADOURNMENT:

Motion by Trustee Swanson to adjourn the February 27, 2017 meeting at 8:09 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk