

Village of Lakewood Club

Meeting Minutes

July 23, 2018

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, Jaci Mudge, Jack Carmean, Street Administrator Rick Budde, Treasurer Lisa Swanson and Clerk Wendy Bloem.

ACCEPT OR AMEND AGENDA:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman to approve the meeting agenda for July 23, 2018. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Carmean-**Aye**, J. Mudge-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee R. Sikkenga to accept the June 25, 2018, Work Session minutes as submitted by Clerk Bloem. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Carmean-**Aye**, J. Mudge- **Aye**. Ayes: 6, Nays: None. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee R. Sikkenga, second from Trustee S. Swanson to amend and to accept the amended June 25, 2018 regular meeting minutes as submitted by Clerk Bloem. Amend to change the spelling of Tammy Stevenson Dalton Treasurer, to Tammy Stephenson under Public Comment. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Carmean-**Aye**, J. Mudge- **Aye**. Ayes: 6, Nays: None. **Motion Carried.**

TREASURER'S REPORT:

Motion by Trustee J. Carmean, second from Trustee M. Spencer, to accept the July 2018 Treasurer's report as submitted by Treasurer Lisa Swanson. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Carmean-**Aye**, J. Mudge- **Aye**. Ayes: 6, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee J. Mudge second from Trustee J. Carmean to accept the finance report and pay the bills for the month of July 2018. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Carmean-**Aye**, J. Mudge- **Aye**. Ayes: 6, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

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

ANIMAL CONTROL:

Trustee Houtteman reported that there has been an on-going problem with a brown pit bull running loose around the Englewood/Kenwood area.

ORDINANCE ENFORCEMENT:

Report submitted by Ordinance Enforcer James Rogers for Council review for the month of June 2018.

BUILDING INSPECTIONS AND PERMITS: On file for review.

PARK:

Park Administrator Rick Budde reported that a Park Ranger retrieved a garbage lid out of the lake and it is back where it belongs.

President Lichner stated that a Park Ranger informed him that residents are asking if a drinking fountain can be installed near the basketball court. The rangers also thought it would be nice to have a grill installed by the picnic table along the trail, and are also asking if two trash cans to be installed by the benches along the trail, the rangers are picking up a lot of trash in that area.

STREETS AND MAINTENANCE:

Rick reported that the #5 truck came back from the garage with a new box installed, he stated that the #6 has a fuel problem and will need to go into the shop to be fixed.

Rick also asked the Council what they want to do with the old porta-jons. Council discussed and decided to post a bid notice at Fox Lake General Store and the Nite Spot stating four porta-jons are up for sealed bid with a minimum bid of \$25.00.

PLANNING COMMISSION:

Trustee J. Mudge reported that the Commission is done reviewing the definitions, they asked Clerk Bloem to type the amendments and bring back to the Commission for final review.

HR COMMITTEE:

No meeting the month of July. President Lichner would like to meet in August to go over the budget to come up with a proposed pay scale for the part time truck/snowplow driver.

CALENDAR:

The Human Resource meeting will be held on Wednesday August 15, 2018 at 6:00 p.m. if needed. The Planning Commission meeting will be held on Wednesday August 22, 2018 at 6:30 p.m. Work session will be held on Monday August 27, 2018 at 6:00 p.m. and Regular meeting will be held at 7:00 p.m.

OLD BUSINESS:

A. Ad for Part Time Maintenance:

Council discussed and decided on the following to be part of the posting for the maintenance and truck/snowplow driver position, applicants must have administrative skills, be willing to get a Class B, CDL license, the Village is willing to train for the position, the pay for this position is based on experience, there is room for advancement and applicants must live within 20 miles of the Village of Lakewood Club.

B. Timeline for Lakewood Club All Season Roads:

Deputy Clerk Mary Kilmer submitted a timeline for Council review of how Automobile and Kenwood became "All Seasons Roads."

C. Other:

Clerk Bloem asked the Council if she can contact the Village Attorney when needed regarding the large trucks traveling on the Village's Major Roads.

Motion by R. Sikkenga second from M. Spencer to approve the expenditure and allow Clerk Bloem to contact the Village Attorney when needed regarding the Village's All Seasons Roads. Roll call: Trustee M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson, **Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None.
Motion Carried.

NEW BUSINESS:

A. Ordinance enforcer notifications:

Ordinance Enforcer James Rogers submitted a sample picture of a notification that he would like to leave on resident's door informing them that their yard is in violation of the Village's Noxious Weed Ordinance and to cut their grass. Council discussed and approved the grass and weed notification for the Ordinance Enforcer to use and have them printed.

B. Other:

Mary Kilmer asked for an update on the opening of Clover between Washington to Madison. Rick stated that he is waiting to hear back from Eric Scott from the Muskegon County Road Commission.

Mark Verhoeven stated that he was approached by a Village resident asking why there is not a handi-cap swing in the park for people in wheel chairs. President Lichner stated that when we received the DNR grant through the State one of the stipulations was to make the park ADA compliant. The DNR did not mandate the Village install a handi-cap swing. This may be something the Village can look at installing in the future.

ADJOURNMENT:

Motion by Trustee S. Swanson to adjourn the July 23, 2018 meeting 7:37 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk