

Village of Lakewood Club
Meeting Minutes
July 25, 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, 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 Spencer to approve the agenda for July 25, 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.**

PUBLIC COMMENT

- Tony Barnes 5920 Meadowmohor Lane Twin Lake, informed the Council he is a candidate running for Dalton Township Supervisor and will be talking to people in the village.
- Ken Mahoney County Commissioner reported that the County is still negotiating with Coopersville to run a line from Coopersville to the wastewater to increase the flow.
- Ron Marlow 6243 N. Wild Rose had questions concerning the lake regarding spraying for weeds and testing for e-coli. He stated the lake is our biggest asset in the community and feels more should be done to keep the lake up. Council informed Mr. Marlow that Rick has sprayed for weeds and the lake has been tested.

WORK SESSION MINUTES:

Motion by Trustee Spencer, second from Trustee Houtteman to accept the June 27, 2016 Work Session 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.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Carmean, second from Trustee Loss to accept the June 27, 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.**

TREASURER'S REPORT:

Motion by Trustee Loss, second from Trustee Spencer to accept the July 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 Sikkenga, second from Trustee Carmean to accept the finance report and pay the bills for the month of July 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:

Mary Kilmer reported that she has not heard a response regarding the offer the Village has made to purchase four (4) lots in section six.

LAKE:

Park Administrator Rick Budde stated that the lake was sprayed for Lilly pads. Trustee Spencer addressed Mr. Marlow's concern about the lake. He stated that he can't speak for all the Council but if budget allows next fiscal year he will try to get more money budgeted for the lake fund.

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 June 2016. President Lichner informed the Council that Ordinance Enforcer Mike Mudge submitted a letter of resignation dated for September 1, 2016. President Lichner does not want to lose him as ordinance enforcer. He will talk to him and find out why he wants to quit the position.

BUILDING INSPECTIONS AND PERMITS: On file for review.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported that he added calcium chloride to the brine water and it seems to work. He stated that he used four (4) bags in his truck and two (2) bags in Terry's truck. The road that he did with his truck seems to last longer. He can get 4 pallets at \$2,500 that will cover all our local road.

PLANNING COMMISSION:

Trustee Houtteman reported the Planning Commission worked on the part of the ordinance that deals with projection into front yards. Trustee Houtteman stated that a public hearing will be held in August on 3 proposed amendments to the Zoning Ordinance.

H.R. COMMITTEE:

Trustee Sikkenga reported that the H.R. Committee reviewed the policy manuals from Rosevelt Park and the Village and decided there was a need to update the Village's manual. He is asking trustees that cannot make the next meeting to review the manuals and make notes to give to him or the office. He would like all the trustee's to have input on the changes made to the manual.

CALENDAR:

The Human Resource meeting will be re-scheduled to be held in conjunction with the Village Council on Thursday August 18, 2016 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday August 17, 2016 at 6:30 p.m. The Village work session meeting will be held on Monday, June 27, 2016 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Food Truck:

Council discussed and consensus is that Juan Cabrero will need to file the necessary permits to proceed with his food truck application.

B. Update on 4th of July Activities:

A report was submitted to the Council from Mary Kay Weber regarding the final budget for the Village's 2016 4th of July Summer Celebration.

C. Policy and Procedure Manual: discussed under H.R. Committee.

D. Other:

Deputy Clerk Kilmer informed the Village Council the Village has had complaints on 390 W. Garfield. She stated a "Do not occupy" was posted by the Village Building inspector due to the condition of the outside of the house. She stated it was removed, sold on land contract, and currently someone is living in the house. The Village attorney was contacted and mailed a letter to the property owner and the people living in the house and informed them they need to contact the Village building inspector immediately for inspections to obtain an occupancy permit.

NEW BUSINESS:

A. 767 W. Linden and 6300 Beverly Way property clean-up:

President Lichner stated that that it was pointed out from the ordinance enforcer and the girls in the office that numerous letters have been mailed and tickets have been issued to these property owners for not cleaning up their yards. They feel this need to be turned over to the Village attorney to handle. Council discussed and agrees to get advice from Village attorney on how to handle this situation.

Motion by Trustee Sikkenga, second from Trustee Spencer to get legal advice from Village attorney on the property cleanup for 6300 Beverly way and 767 W. Linden.

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.**

B. Leasing copy machine:

Clerk Bloem informed the Council that she met with Melissa Strang from Michigan Office Solutions. Melissa told her that due to the age of our copier we are paying a monthly legacy fee. This is because the parts to this machine are getting hard to find. She stated that the Village could save money by leasing a new machine. Currently the Village is paying \$65.33 a month for a service plan that covers 1,000 pages a month an overage per page rate of \$.04365 this includes service calls. Clerk Bloem stated the Village can lease a machine for \$79.51 a month that covers 1,050 pages per month with an overage price of \$.0173 service calls included. To purchase a new copier it would cost \$2,308 and we would need to figure out how to get rid of the old one. The overage average for last year was \$80.90 per quarter, with the new machine the average for overage would be \$33.62 per quarter. Council agrees and consensus is to have Clerk Bloem lease a copier for the Village hall office.

C. Wolverine Fireworks:

President Lichner asked the Village Council if they were happy with the fireworks this year. If so Rick needs to let Wolverine Fireworks know that the Village Council is willing to enter into a contract with them for our 4th of July fireworks. Consensus of the Council is to have Rick contact Wolverine and let them know the Village is interested in a multi-year fireworks contract.

D. Office Phone Bill:

Clerk Bloem informed the Council that currently the Frontier Communications phone bill runs approximately 197.00 a month. This includes a monthly promotional discount that has to be renewed every year in June. Charter-Spectrum submitted a quote for 134.89 a month for 3 phone lines and internet. Cheryl Edsall stated that the Village may want to check to see if there will be an early termination fee before pursuing another company. Clerk Bloem will call to see if there is an early termination fee with Frontier Communications and report at the next meeting.

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

Respectfully Submitted,

Wendy Bloem, Clerk