

# Village of Lakewood Club

## Meeting Minutes

### June 22, 2020

CALL TO ORDER: Meeting called to order by President Russell Lichner at 7:00 pm. President Lichner stated that this meeting will be cut short due to COVID-19 pandemic and the Social Distancing that has been put into effect by our Governor.

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 Hannah Swanson, and Clerk Wendy Bloem.

ACCEPT OR AMEND AGENDA:

Motion by Trustee J. Carmean, second from Trustee M. Spencer to approve the meeting agenda for June 22, 2020. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

SPECIAL: Bid Opening

President Lichner stated two residents submitted bids to purchase Lakewood Addition 503, Plat Bd, Block 39, lots 8-12 and 37-45 Inc. Parcel number 61-42-503-039-0008-0. The first bid is from Sarah Fox in the amount of \$3,105, the second bid is from Eric Scheel in the amount of \$4,000.00. Council accepted the bid from Erich Scheel in the amount of \$4,000.

PUBLIC COMMENT:

Marie Lemoine, resident of Lakewood Club stated that she took the time to re-vamp the Village newsletter and offered her services as the volunteer editor of the Village Voice newsletter. She stated as a volunteer, she would also be willing to take the time to make it a semi-annual (instead of just once a year) publication. She submitted an example of her format for the Council to review. Council asked Clerk Bloem if she has a problem with Ms. Lemoine working on the newsletter. Clerk Bloem stated that she has no problem as long as the information that goes into the newsletter comes only from the office and she gets to review it before it is printed and mailed.

Tony Barnes, Dalton Township Supervisor stated that the Twin Lake 4<sup>th</sup> of July fireworks are a go. He also wanted to remind everyone to fill out and mail in their census.

Tim DeMumbrum Muskegon County Surveyor introduced himself and stated that he will be on the ballot running for Muskegon County Drain Commission.

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee J. Carmean, second from Trustee J. Mudge to accept the May 18, 2020 Regular meeting minutes as submitted by Clerk Bloem. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

CORRESPONDENCE: Clerk Bloem stated that she received an email from Elizabeth Lemoine stating that she has volunteered to do the work in seeking to get the McAuley cottage listed in the *National Register of Historic Places* (175 W. Baker). "I am working with the attorney's office that handles the estate". She is filling out the

application and asked if she can put the Village down as the Organization. She also wants to say that the Village endorses this. Council discussed and decided to check with the Village attorney to see if there is any liability to the Village if they agree to this.

TREASURER'S REPORT:

Motion by Trustee R. Sikkenga, second from Trustee D. Houtteman to accept the June 2020 Treasurer's report as submitted by Treasurer Hannah Swanson. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee J. Carmean second from Trustee J. Mudge to accept the finance report and pay the bills for the month of June 2020. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

Lots:

John Baldwin 6260 Wild Rose Way asked the Village Council if they would be willing to sell twenty- eight (28) Village owned lots next to their property. Mr. Baldwin was informed by President Lichner that if the Council was willing to sell, the lots would need to be published in a local newspaper asking for sealed bids. This will be adjourned to the July meeting.

Park: Administrator Rick Budde asked the Village Council if the Park Rangers will be working this summer. Currently the bathrooms are closed and there are no porta jons out. Trustee Sikkenga feels we should wait a month to see how the COVID numbers are. He does not want the Village to put the rangers at risk. Council is in agreement with this. The office will contact the residents that reserved the pavilion and let them know that the park bathrooms are closed.

Streets and Maintenance:

Street Administrator Rick Budde reported that he has been brining roads, pumping water off Parkway and picking up tree limbs.

Planning Commission: No meeting held

Set Calendar:

**The Village of Lakewood Club Office is open for regular business, we ask that you wear a mask and use social distancing when doing business at the office.** The Human Resource meeting will be held on the second Wednesday of the month when needed. The Planning Commission meeting will be held on Wednesday July 22, 2020 at 6:30 p.m. The Village Work Session Meeting will be held on Monday, July 27, 2020 at 6:00 p.m.; the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

Other: Council asked Clerk Bloem if the Village will get a full refund from Wolverine fireworks, due to the Village cancelling the fireworks. Clerk Bloem will contact Wolverine and find out.

## NEW BUSINESS:

## A. Newsletter:

Clerk Bloem stated that Mary contacted RMS and they are willing to do the curb side pickup for the Village. The only date they have available is July 25, 2020. Residents are also asking if the Village is going to hold community yard sale. The office would like permission from the Council to mail out a newsletter letting the residents know of the dates.

Motion by Trustee M. Spencer, second from Trustee R. Sikkenga to approve the expenditure of three (300) hundred dollars to mail out a flyer informing residents of the curbside pickup and the community yard sale. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

## B. 17 E. White Lake Drive and Ashland:

17 E. White Lake Dr: Council discussed the enclosed porch that was built onto the garage 17 E. White Lake Dr. without a site plan or building permit. The Village Zoning Administrator asked for a site plan after seeing the project was already done, he could not approve the site plan that was submitted without a survey of the property. The homeowner stated that he would get it surveyed and get a copy of the survey to the Zoning Administrator. This was in August of 2019 and as of this date the Zoning Administrator has not seen a copy of the survey. No action was taken at this meeting.

405 W. Ashland: Clerk Bloem stated that James Rogers Village Ordinance Enforcer is asking if he could turn over 405 W. Ashland to the Village Attorney. He has sent numerous certified letters and tickets regarding their chickens, parking in the road right-a-way and junk in the yard, they will not answer the door or pickup their certified mail.

Motion by Trustee J. Mudge, second from Trustee M. Spencer to allow the Village Attorney to send a letter to 405 W. Ashland regarding ordinance violations. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

## C. Budget Amendments:

Clerk Bloem requests amendments from the following accounts, Major Roads account #202-449-703.000 Employee (1) Wages \$2,000, account #202-449-703.002 Employee (2) Wages \$2,000, 202-449-714.000 Soc. Sec. & Medicare \$400. For a total of \$4,400. Money to cover amendments to Major Roads will be transferred from 202-449-970.000 Capital Outlay. Local Roads account #203-449-775.000 Repairs and Maintenance \$10,000. Money to cover amendment to Local Roads will be transferred from 203-449-970.000 Capital Outlay.

Motion by Trustee J. Carmean, second from Trustee J. Mudge to accept the budget amendments as submitted from Clerk Bloem amend the following accounts in Major Rd. #202-449-703.000 Employee (1) Wages \$2,000, account #202-449-703.002 Employee (2) Wages \$2,000, account #202-449-714.000 Soc. Sec. & Medicare \$400. For a total of \$4,400. Local Roads account #203-449-775.000 Repairs and Maintenance \$10,000. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**, J. Carmean-**Aye**. Ayes: 6, Nays: None. **Motion Carried.**

Motion by Trustee S. Swanson to adjourn the June 22, 2020 regular meeting at 8:07 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk