

Village of Lakewood Club
Meeting Minutes
March 22, 2021

CALL TO ORDER: Meeting called to order by President Michael McGahan at 7:00 pm.

PLEDGE OF ALLEGIANCE:

ROLL CALL: President Michael McGahan, Trustee Mark Spencer, Sarah Swanson, Debbie Houtteman, Rusty Morningstar, Tammy Verhoeven, Jared Semelbauer, Street Administrator Rick Budde, Treasurer Hannah Swanson, and Clerk Wendy Bloem.

ACCEPT OR AMEND AGENDA:

President McGahan stated that he will be making some changes to the agenda, under Committee Reports he would like to move Lots from A. to J. and add Community Committee under A. He stated that he would like the Senior Millage Fund to fall under Community Committee and have Trustee Verhoeven serve on that committee. President McGahan would like to move Set Calendar to #12 on the agenda.

Motion by Trustee T. Verhoeven, second from Trustee R. Morningstar to approve amendments to the March 22, 2021 meeting agenda. Amendments are, to add Community Committee to the agenda under Committee Reports, move Lots to the end of Committee Reports, and move Set Calendar to #12 on the meeting agenda. Roll call: Trustee, M. Spencer-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, T. Verhoeven-Aye. Ayes: 6, Nays: None. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to amend and approve the amended meeting minutes for March 22, 2021 as submitted by Clerk Bloem. Amendments are, under #4, change the name of No Brake Ordinance to No Engine Brake Ordinance throughout the paragraph, under #5, delete informed, and change to presented, and delete the entire fifth paragraph under #5. Meeting minutes are only to contain actions from Council, no discussion. Roll call: Trustee, M. Spencer-Nay, S. Swanson-Aye, D. Houtteman-Nay, J. Semelbauer-Aye, R. Morningstar-Aye, T. Verhoeven-Aye. Ayes: 4, Nays: 2, **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to amend and approve the amended meeting minutes for February 22, 2021 as submitted by Clerk Bloem. Amendments are to delete statement by Trustee Swanson after the Treasurers report. Under Human Resource Committee delete everything after first sentence. Under New Business B. change No Brake Ordinance to No Engine Brake Ordinance, delete first sentence in second paragraph, in motion delete Mick to and change to Mike and under C., second paragraph add like after would. Roll call: Trustee S. Swanson-Nay, M. Spencer-Nay, D. Houtteman-Nay, J. Semelbauer-Aye, R. Morningstar-Aye T. Verhoeven-Aye, President M. McGahan-Aye. Ayes: 4, Nays: 3, **Motion Carried.**

SPECIAL MEETING MINUTES:

Motion by Trustee S. Swanson, second from Trustee D. Houtteman to approve the March 1, 2021 Special meeting minutes as submitted by Clerk Bloem. Roll call: Trustee M. Spencer-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Nay, R. Morningstar-Nay, T. Verhoeven-Aye, President M. McGahan-Nay. Ayes: 4, Nays: 3, **Motion Carried.**

BUDGET WORK SESSION MINUTES:

Motion by Trustee S. Swanson, second from Trustee M. Spencer to amend and approve the amendment to the March 8, 2021 Budget Work Session Minutes as submitted by Clerk Bloem. Amendment to be when there is no public comment state "none" in the minutes after Public Comment. Roll call: Trustee M. Spencer-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, T. Verhoeven-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

TREASURER'S REPORT:

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to accept the March 2021 Treasurer's report as submitted by Treasurer Hannah Swanson. Roll call: Trustee M. Spencer-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, T. Verhoeven-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

CORRESPONDENCE:

Trustee S. Swanson informed the Council that she attended training on the MML website regarding the American Rescue Plan (ARP) she stated this is part of the Stimulus COVID relief package. There is money allocated to help local governments get back on their feet from the pandemic. Trustee S. Swanson will email the Council the information on how to research this further.

FINANCE REPORT:

Motion by Trustee S. Spencer, second from Trustee T. Verhoeven to accept the finance report and pay the bills for the month of March 2021. Roll call: Trustee M. Spencer-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, T. Verhoeven-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

Set Calendar:

The Village of Lakewood Club Office is open for business. Due to the mandate from the Michigan Department of Health and Human Services, a face mask is required to enter the Village hall. The Human Resource meeting will be held on Wednesday April 14, 2021 at 6:00 p.m. ****The Planning Commission meeting will be held on Wednesday April 21, 2021 at 6:30 p.m. The Village work session meeting will be held on Monday, April 26, 2021 at 6:00 p.m., the regular meeting will follow at 7:00 p.m. **Due to COVID numbers, meetings may be held by ZOOM or cancelled. Check with the Village office or website a couple days before the meetings.**

Village Adopt-a-Road Cleanup:

Council members will pick up trash on their own time, it is suggested they chose a section of Russell Rd., between Lakewood Rd. and White Lake Dr. to pick up. Bags can be picked up at the office, leave bags when full on the side of road. Residents are encouraged to clean part of the road they live on. Trustee Houtteman stated that if there are any volunteers, her and a few other people get together and clean other roads in the Village.

Village Easter Egg Hunt will NOT be held this year due to COVID restrictions.

COMMITTEE REPORTS:

Community Committee:

Senior Millage will be reported under this in the future

Liquor Inspections: three (3) inspections made.

Ordinance enforcement: no report

Building Inspections:

President McGahan asked Clerk Bloem if she would make copies of all permits for the month and submit to the Village Council prior to each monthly meeting.

Park:

Rick Budde stated that he is getting the park ready for summer.

Streets and Maintenance:

Street Administrator Rick Budde stated that they have been fixing Local Roads due to winter damage. He also stated that he is waiting for an estimate from Muskegon County Road Commission to crack seal the Major Roads.

Planning Commission Meeting: No meeting held the month of March due to COVID-19 restrictions.

Human Resource Committee:

Trustee J. Semelbauer gave a report on what was discussed at the Human Resource Committee meeting.

Park Rangers:

President McGahan would like to post for Park Rangers.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to post for seasonal park rangers and pay them minimum wage. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

Posting of deputy clerk's position:

Motion by Trustee S. Swanson, second from Trustee M. Spencer to hold a Special Meeting after President McGahan finds out information regarding the deputy clerk's job share position. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Nay**, T. Verhoeven-**Aye**, R. Morningstar-**Nay**. Ayes: 4, Nays: 2, **Motion Carried**.

Lots:

Mary Kilmer, lot committee stated that the Council will need to make a motion to publish for bid the three building sites on Spruce and Linden. Minimum bid would be \$1,500 per building site.

Motion by Trustee D. Houtteman, second from Trustee S. Swanson to publish in the White Lake Beacon, post on the Village website and post at Pudgies Fox Lake General store, three (3) building sites for bid on Linden and Spruce. Minimum bid for each site to be one thousand five hundred (1,500) dollars. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Nay**, T. Verhoeven-**Aye**, R. Morningstar-**Nay**. Ayes: 4, Nays: 2, **Motion Carried**.

OLD BUSINESS:

A. DPW Raises:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to approve a fifty (.50) cent raise for Rick Budde, and pay him insurance opt-out pay of one hundred (100) dollars a month retro from October 1, 2020 to April 1, 2021. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to discuss Larry's pay raise at the next meeting, when set and approved, he will be paid retro back to April 1, 2021. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

B. Village credit/debit card:

President McGahan informed the Council according to 1995 Public Act 266 and 280, the Village can use credit cards for procurement and payment only if the Village Council has an ordinance stating this and procedures to follow. Will be discussed at next meeting.

C. Engine Brake Ordinance:

Clerk Bloem emailed the sample ordinance to the Attorney and is waiting for a response. She should have it for the April meeting.

D. Senior Millage:

Trustee T. Verhoeven will serve on this committee.

E. Permit Fees:

Discussion was held and consensus of the Council is to adopt Dalton Townships permit fees.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to adopt Dalton Townships building permit fees and valuation charts. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

NEW BUSINESS:

A. Fireworks:

Council discussed and would like Rick to contact Wolverine Fireworks and find out the time line in case we need to cancel the fireworks due to COVID-19. Rick will call and give a report at the next meeting.

B. Budget Amendments:

Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to approve the March 2021 budget amendments. Amendment to General Fund in the amount of \$4,850, Major Road Fund in the amount of \$5,100, and Local Road Fund in the amount of \$2,000. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

C. 2021-22 Budget

Motion by Trustee J. Semelbauer, second from Trustee D. Houtteman to approve the 2021-22 Fiscal Year Budget. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

D. Server for Office:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to approve the expenditure of four thousand nine hundred forty-six (\$4,946) dollars to buy a new server for the Village office. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

E. Resolution for Street Addition:

Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to approve Resolution #87 to send to the State of Michigan to add Cherry St. addition into the Village Street System. Roll call: Trustee M. Spencer-**Aye**, S. Swanson-**Aye**, D. Houtteman-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

F. Other:

Trustee Morningstar has concerns with the dumping of trash/garbage into the woods due spring cleanup. He stated that due to high dump cost people can't afford to take their items to the dump. He would like the Council to think about ways we can address this problem.

GOOD AND WELFARE: No report

PUBLIC COMMENT: None

Adjourn: Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to adjourn the March 22, 2021 regular meeting at 10:02 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk