

Village of Lakewood Club
Draft Meeting Minutes
March 28, 2016

www.villageoflakewoodclub.org

CALL TO ORDER: Meeting called to order by President Russell Lichner at 7:15 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 Carmean to accept the March 28, 2016 meeting agenda as submitted. 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: No public comment

WORK SESSION MINUTES:

Motion by Trustee Carmean, second from Trustee Spencer to accept the February 22, 2016 Work Session 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.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Houtteman, second from Trustee Sikkenga to amend and accept the amended February 22, 2016 Regular meeting minutes as submitted by Clerk W. Bloem. Amend to add under New Business, (Other), the discussion regarding Village Employees using the Village truck for personal use and the issue with two (2) people riding in the Village truck to run errands. Rick stated that he would address this issue. 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 Carmean, second from Trustee Loss to accept the March 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 Loss, second from Trustee Carmean to accept the finance report and pay the bills for the month of March 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:

Deputy Clerk Kilmer reported that a lady from Traverse City called the office and left a message about four lots in section six her family owns. She stated the family has no interest in the property and would like to sell. Mary wrote her a letter and told her the Village would buy the lots for \$50.00 a lot.

ANIMAL CONTROL:

Clerk Bloem informed the Council that she received a call regarding stray cats running around near Daniels. Council feels due to the animal rescue places being full and not taking cats, the homeowner needs to find a place to take stray cats.

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 February 2016.

Mary Kilmer would like to know what the Village is going to do about one of the houses McAuley owns which is half tore down, she feels building inspection Val Jensen needs to address this situation. Mary also stated McLarens house on Kenwood needs the yard cleaned. President Lichner will try to contact the family that owns the house. Trustee Houtteman also stated that the blue house on Central has a couch in the yard which has been there for over a year. President Lichner will meet with the Ordinance Enforcer on these issues.

BUILDING INSPECTIONS AND PERMITS: On file for review.

PARK:

President Lichner reported that the Easter Egg Hunt went well and extended his thanks to Deb, Carla, Cheryl and Laura for their help in making it a success. .

PLANNING COMMISSION:

Clerk Bloem reported that Planning Commission will hold a public hearing on April 20, 2016 at 6:30 p.m. regarding the amendments to the Storage Ordinance, Sign Ordinance and Dock Ordinance.

CALENDAR:

Village Road Cleanup will be held on Thursday April 21, 2016 at 6:00 p.m. The Human Resource meeting will be held on Thursday April 14, 2016 at 6:00 p.m. The Planning Commission meeting will held on Wednesday April 20, 2016 at 6:30 p.m. The Village work session meeting will be held on Monday, April 25, 2016 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Wolverine Fireworks Contract:

Motion by Trustee Carmean, second from Trustee Spencer to accept the one (1) year contract from Wolverine Fireworks to disperse the 2016 4th of July fireworks to be held on Saturday, July 2, 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.**

B. Update on State Land Bank Blight Funding:

Clerk Bloem informed the Council that she received an e-mail from Connie Maxim-Sparrow stating that we did not get the State Land Bank Blight Elimination Grant. Connie feels we have a good chance of getting the grant to prevent blight elimination from the Muskegon County Community Foundation.

C. Other

President Lichner stated that the Council told the Ordinance Enforcer that the Council would discuss a pay raise for him at the next budget. Council discussed and consensus is to give the Ordinance enforcer a \$50 a month raise.

Motion by Trustee Loss, second from Trustee Carmean, to give the Ordinance Enforcer a fifty (50) dollar a month raise from four hundred (400) dollars to four hundred fifty (450) dollars. If Ordinance Enforcer Mudge leaves the position the pay will go back to four hundred (400) dollars month. 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.**

NEW BUSINESS:

A. 2016-17 Fiscal Year Budget:

Treasurer Swanson stated the Millage rate should not exceed 8.1539.

Trustee Spencer is suggesting the Village Council attend more than one budget work session meeting to address issues before the annual meeting. Trustee Sikkenga also suggested that budget amendments get done on a regular basis.

Motion by Trustee Spencer, second from Trustee Loss approve the fiscal year 2016/17 budget with changes. 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. Appoint an approve Commission and Committee members:

President Lichner asked the Council to approve the list of Commission and Committee members. Trustee Sikkenga stated that the Village Attorney needs to be changed to Rodger Sweeting.

Motion by Trustee Carmean, second from Trustee Spencer approve the changes to the list of committee/commission members. Amend to add Rodger Sweeting as Village Attorney. 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.**

C. Budget Amendments:

Clerk Bloem is requesting budget amendments to the following accounts under General Fund, Governing Body 101-101-801.000 \$1,000 Professional and Contract Services, money to come from 101-101-956.005. Amendment to Clerk 101-215-945.000 Education and Dues \$500, money to come from 101-215-707.000 Deputy Clerk and 101-215-860.000 Transportation. Amendment to Treasurer 101-253-726.000 Supplies \$52, money to come from 101-253-956.000 Miscellaneous. Amendment to Village Hall and Grounds 101-265-703.000 Full Time Wages \$100 and 101-265-707.007 Part Time Wages \$200, money to come from 101-265-775.000 Repairs and Maintenance. Amendment to Ordinance Enforcer 101-301-714.000 Social Security and Medicare \$100, money to come from 101-301-956.000 Miscellaneous. Amendment to 101-330-801.000 Liquor Law \$78, money to come from 101-301-726.000 Supplies. Amendment to Department of Public Works, 101-441-703.001 Full Time Wages \$3,000, 101-441-708.003 Part Time Wages \$1,000 and 101-441-714.000 Social Security and Medicare \$100, money to come from 101-441-726.003 Supplies Equipment. Amendment to Village Park 101-753.-707.003 Part Time Wages \$800 and 101-753-710.000 Park Rangers 30.89, money to come from 101-753-775.000 Repairs and Maintenance. Amendment to Fringe Benefits 101-852-704.000 Longevity \$200, money to come from 101-753-775.000 Repairs and Maintenance. Major Roads, amendment to Streets and Maintenance 202-449-801.000 Professional and Contract Services \$2,000, money to come from 202-449-775.000 Repairs and Maintenance. Local Roads, amendment to Streets and Maintenance 203-449-943.000 Equipment Rental \$3,000, money to come from 203-449-775.000 Repairs and Maintenance.

Motion by Trustee Loss, second from Trustee Spencer to amend the budget as submitted by Clerk 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.**

D. Adopt-A-Road:

President Lichner stated that the Council will need to set a date to pick up litter along Village roads. Council decided on Thursday April 21, 2016 at 6:00 p.m. Village Council and residents interested in helping should meet at the DPW building on Kenwood at 5:45 p.m.

E. 2016 4th of July Fireworks

Street Administrator Rick Budde stated that he will a motion to file application, a motion for a permit to display fireworks and a motion to possess fireworks and a motion to issue a check for fireworks.

Motion by Trustee Loss, second from Trustee Swanson 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, to issue a permit to shoot fireworks and to approve the purchase of fireworks for Wolverine Fireworks Inc. in the amount of \$8,000.00. 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.**

F. Other:

Deputy Clerk Edsall stated that she received a call from a resident inquiring about the reserving the ball field for little league practice and games. She is asking Council if this can be done and if there is a charge for reserving the field. This can be done as long as the resident contacts the office in advance with the dates he wants to use the field, there is no charge to reserve the field.

Trustee Houtteman asked President Lichner to remind Rick to spray the lake for weeds. President Lichner will let Rick know this needs to be done.

ADJOURMENT:

Motion by Trustee Swanson to adjourn the March 28, 2016 regular meeting at 8:15 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk