

**Village of Lakewood Club  
Meeting Minutes  
September 23, 2019**

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 D. Houtteman, second from Trustee J. Carmean to approve the meeting agenda for September 23, 2019. 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.**

PUBLIC COMMENT:

Ken Mahoney Muskegon County Commissioner informed the Council that a different cruise ship from another company was in today, this ship holds more people. He stated that there should be more ships next year.

Dalton Township Supervisor Tony Barnes stated that the Township is currently looking for a transfer station attendant.

WORK SESSION MINUTES:

Motion by Trustee R. Sikkenga, second from Trustee M. Spencer to accept the August 23, 2019 Work Session 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.**

MINUTES OF THE PREVIOUS MEETING:

Motion by M. Spencer second from Trustee J. Mudge to accept the August 23, 2019 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:

Trustee J. Mudge submitted copies of information regarding Muskegon County looking at becoming a Welcoming County.

TREASURER'S REPORT:

Motion by Trustee J Carmean, second from Trustee M. Spencer to accept the September 2019 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. Mudge-**Aye**, J. Carmean-**Aye**, Ayes: 6, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee M. Spencer, second from Trustee J. Carmean to accept the finance report and pay the bills for the month of September 2019. 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.**

Trustee M. Spencer would like to see the maintenance hours broke down in a spreadsheet. Clerk Bloem and Treasurer Swanson will see what they can come up with.

COMMITTEE REPORTS:

LAKE:

Street Administrator Budde stated that he sprayed the Lily pads in the lake.

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

ORDINANCE ENFORCEMENT:

Ordinance Enforcer James Rogers submitted a report for Council's review for the month of September 2019.

BUILDING INSPECTIONS AND PERMITS: On file for review.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported that the Clover Road project is tentatively to begin the first week of October.

PLANNING COMMISSION:

Trustee J. Mudge stated that the Planning Commission finished reviewing Chapter 4 of the Zoning book.

H.R. COMMITTEE:

Trustee R. Sikkenga would like the Human Resource Committee to meet this month to discuss hiring another full-time maintenance person. Clerk Bloem will get all the information ready for the meeting.

CALENDAR:

**Dalton Township Fire Prevention Open House will be held on Wednesday October 9, 2019 from 6-8 pm. Village of Lakewood Trick or Treating will be held on Thursday October 31<sup>st</sup> from 6-8 p.m.** The Human Resource meeting will be held on Wednesday October 16, 2019 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday October 23, 2019 at 6:30 p.m. The Village Work Session Meeting will be held on Monday, October 28, 2019 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Update on Consumers Energy:

Clerk Bloem stated Consumers Energy started a street light program in September 2018 to start changing sodium lights to LED when the sodium light burns out. LED is \$6 to \$8 per light and sodium are \$13 to \$18 per light. Out of 198 sodium lights, 15 have been changed to LED.

NEW BUSINESS:

A. Budget Amendments:

Clerk Bloem is requesting budget amendments to the following accounts under Building Inspection Department: 101-371-801.000 Building \$1,000, 101-371-801.003 Mechanical & Plumbing \$1,000. Account to cover amendments to Building Inspections Department is 101-101-970.000 Capital Outlay \$2,000. Local Road Fund

203-449-943.000 Equipment Rental \$9,000. Account to cover amendment to Street and Maintenance 203-000.000 Fund Balance \$9,000.

Motion by Trustee J. Carmean, second from Trustee J. Mudge to accept and amend the budget under General Fund, Building Department in the amount of \$2000 and under Local Road Fund, Equipment Rental 9,000. Roll Call Trustee M. Spencer-Aye, D. Houtteman-Aye, R. Sikkenga-Aye, S. Swanson-Aye, J. Mudge-Aye, J. Carmean-Aye. Ayes: 6, Nays: None. **Motion Carried.**

B. Shredder for destroying old records:

Clerk Bloem stated that she contacted a shredding company to come and shred the old records in the office. The charge to do this is \$200 per 100 pounds of paper. This is only for them to pick up and take the records off site to shred. Clerk Bloem stated that she is not comfortable having the old records taken out of the office. She would like to purchase from Sam's Club a Fellowes Automax 200 C Auto Feed Medium Duty Shredder at a cost of \$379. Council agrees that the old records should not be taken out of the office.

Motion by Trustee J. Carmean, second from Trustee D. Houtteman to approve the expenditure of \$379.00 for a commercial shredder for the Village office. Roll Call Trustee M. Spencer-Aye, D. Houtteman-Aye, R. Sikkenga-Aye, S. Swanson-Aye, J. Mudge-Aye, J. Carmean-Aye. Ayes: 6, Nays: None. **Motion Carried.**

C. McGahan Dock:

President Lichner informed the Council that he spoke to Mike McGahan regarding his dock and Mike stated that the water is too deep for him to remove it. President Lichner stated that Mike told him he would do his best to try and take it out, if it is not out by October 31<sup>st</sup>, he would flag it for the winter. Trustee Spencer stated that the Dock Ordinance states all docks must be removed by October 31 and Russ needs to tell Mike his dock needs to be removed also.

D. Full Time Employee

President Lichner stated that it is time for the Council to look at hiring full time to help Rick. He stated Larry is willing to quit his part-time job and come to work for the Village if he could get forty hours a week. Trustee Sikkenga stated that this needs to be discussed at a Human Resource meeting, and he feels Larry should attend this meeting. He asked Clerk Bloem if she would call blue Cross and ask if Rick's insurance premium will go down when he turns 65, due to him receiving Medicare, and if so, how much would it go down.

Motion by Trustee S. Swanson to adjourn the September 23, 2019 regular meeting at 7:20 p.m. All Ayes

Respectfully Submitted,

Wendy Bloem, Clerk