

# Village of Lakewood Club

## Meeting Minutes

### October 26, 2020

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, Street Administrator Rick Budde, Treasurer Hannah Swanson, and Clerk Wendy Bloem. Absent: Trustee Jack Carmean.

ACCEPT OR AMEND AGENDA:

Motion by Trustee D. Houtteman, second from Trustee M. Spencer to approve the meeting agenda for October 26, 2020. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

PUBLIC COMMENT:

Ken Mahoney, Muskegon County Commissioner stated that the Senior Millage money for municipalities has been extended to December 31, 2020, he stated if the Village wants the money the paper work needs to be in by the end of December. He stated after December 31, 2020 it will go the County Commission to vote on for 2021.

Tony Barnes, Dalton Township Supervisor stated that there will be a haunted house at Twin Lake Park on October 30<sup>th</sup> and 31<sup>st</sup> from 7pm to 11pm, cost \$5.00, 8 and under \$3.00.

Trunk or Treat will be held at Twin Lake Methodist Church on October 31 from 6:00 pm to 8:00 pm.

Food to Table produce is back on check Dalton Township website for dates and times.

Starting November – April the Dalton Township Transfer Station will be open only on Saturday. Leaf drop off is open Monday through Friday and is free.

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee J. Mudge to accept the September 28, 2020 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**. Ayes: 5, Nays: None. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman to accept the September 28, 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**. Ayes: 5, Nays: None. **Motion Carried.**

CORRESPONDENCE: none

TREASURER'S REPORT:

Motion by Trustee M. Spencer second from Trustee D. Houtteman to accept the October 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**. Ayes: 5, Nays: None. **Motion Carried.**

FINANCE REPORT:

Motion by Trustee M. Spencer, second from Trustee S. Swanson to accept the finance report and pay the bills for the month of October 2020. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

COMMITTEE REPORTS:

Lots:

Deputy Clerk Mary Kilmer reported that the Village sold four (4) adjoining lots to an adjacent property owner. Mary also reported at the Work Session meeting that she sent out letters to eight (8) adjoining property owners asking for their response on the request to vacate Maple between Auburn and Wildrose. The Village office received seven (7) responses, one (1) is against vacating the road. She also stated that vacating Maple needs to be studied more to make sure it is done correctly. It was also reported at the Work Session meeting that she and Val divided the Village property between Spruce and Linden into three (3) building sites. Val will submit the paperwork to the Muskegon County Equalization Department for approval.

Park:

Park Administrator Rick Budde reported that he and Larry are getting the park ready for winter.

Streets and Maintenance:

Street Administrator Rick Budde stated that he and Larry have been trimming trees. He also stated that Consumers power has replaced 16 street lights that were burned out with LED lights.

Planning Commission:

Trustee J. Mudge stated that the Planning Commission has finished reviewing chapters 2-6 in the Zoning Ordinance, and will be reviewing Chapter 7 at the next meeting.

Set Calendar:

**Door-to-Door Trick or Treating will take place in the Village from on October 31<sup>st</sup> from 6 pm to 8 pm. Weather permitting, residents will be lined up on Kenwood to pass out candy. Please, when trick or treating, wear a mask and practice social distancing. Stay Safe!**

**The Village office will be closed on Thursday November 26<sup>th</sup> in observance of the Thanksgiving Holiday.**

**The Village of Lakewood Club Office is open, due to the mandate of the Michigan Department of Health and Human Services mask is required to enter the Village hall.** The Human Resource meeting will be held on Wednesday November 11, 2020 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday November 18, 2020 at 6:30 p.m. The Village Work Session Meeting will be held on Monday, November 23, 2020 at 6:00 p.m.; the regular meeting will follow at 7:00 p.m.

## OLD BUSINESS:

## A. Update on 17 E. White Lake Dr:

Discussion was held and consensus of the Village Council, is to have Clerk Bloem contact the Village Attorney to move forward and get the non-conforming issues resolved at 17 E. White Lake Dr.

## B. Update on the Coronavirus Relief Fund:

Clerk Bloem stated that she did more homework on the guidelines of the Coronavirus Relief Fund Grant money available to municipalities, and according to the guideline the Village does not qualify for the money.

## C. Projector and Laptop for Village Hall:

Clerk Bloem informed the Council that the quote from IT Right on the computer laptop and the projector for the Village hall came in higher than the amount the Council approved at the September meeting. The Council approved \$1000 and quote from IT Right came in at \$2,073.78, this includes laptop, projector, ceiling mount, installation and annual service.

Motion by S. Swanson, second from J. Mudge to approve the expenditure of \$1,100 to be added to the \$1,000 approved at the September meeting to purchase a laptop and projector for the Village hall. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

## NEW BUSINESS:

## A. Weed Control – Randy Lemoine

Randy Lemoine addressed the Council at the Work Session meeting asking them if they would approve him speaking on behalf of the Village with the Muskegon County Conservation District regarding the Japanese Knotweed on Kenwood and throughout the Village. Randy informed the Council that there are grants available for treating invasive weeds, but the Village may have to contribute money towards labor and treatment. President Lichner stated that he sees no problem with Randy working with Conservation District on this problem, when the times he will need to let the Council know if any money is needed.

## B. MERS Defined Contribution Plan:

Clerk Bloem informed the Council that Michigan Employees' Retirement System has made some changes to their Defined Contribution Plan and wants the Village Council to review and except by motion the addendum to the plan.

Motion by M. Spencer, second from D. Houtteman to approve the addendum to the contact between the Village of Lakewood club and Michigan Employees' Retirement System. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

## C. Budget Amendments:

Clerk Bloem request budget amendments to the following accounts in the General Fund accounts. **Treasurer** 101-253-860.000 Transportation \$200, **Inspection Dept.** 101-371-801.000 Building \$1,500, 101-371-371-801.004 Electrical \$500, **Department of Public Works**, 101-441-726.002 **Supplies Maintenance Bldg.** \$1,500, **Village Park**, 101-753-703.000 **Employee 1 Wages** \$2,000, 101-753-703.003 **Employee 2 Wages** \$2,000, 101-753-726.000 **Supplies**, \$1,000, 101-753-775.000 **Repairs and Maintenance** \$2,000. Total budget amendments to the **General Fund is \$10,700.** Major Road Fund 202-449-704.000 Fringe Benefits \$100, 202-449-714.000 Social Security & Medicare \$100. Total budget amendments to the **Majors Roads is \$200.**

Motion by R. Sikkenga, second from S. Swanson to approve the amendments and amend the budget as submitted by Clerk Bloem. Amendments to be \$10,700 to General Fund and \$200 to the Major Road Fund. Roll call: Trustee D. Houtteman- **Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson-**Aye**, J. Mudge-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

D. Other:

Trustee Sikkenga stated that there have been some changes to the open meetings act and the office may want to look into it. Clerk Bloem state she is aware of the changes.

Adjourn: Motion by Trustee S. Swanson, second from M. Spencer to adjourn the October 26, 2020 regular meeting at 7:20 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk