

**Village of Lakewood Club  
Meeting Minutes  
October 24, 2016**

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, 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 Sikkenga to approve the agenda for October 24, 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.**

PUBLIC COMMENT:

- Tony Barnes reminded people to vote at the November 8 General Election, he also stated that on Election Day he will be hanging door tags reminding people to get out and vote. Mr. Barnes reported that the Dalton Township Fire Prevention Open House was a success.

WORK SESSION MINUTES:

Motion by Trustee Carmean, second from Trustee Spencer to amend and accept the amended September 26, 2016 work session minutes as submitted by Clerk Bloem. Amendment to be on page one, #5 end of last sentence add "or Pro-tem approval". Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, S. Swanson- **Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 56 Nays: None. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee Loss, second from Trustee Spencer to amend and accept the amended September 26, 2016 Regular meeting minutes as submitted by Clerk Bloem. Amendment to be on page 3, under (A) second sentence strike ~~fee~~ add fee. 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 October 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 Sikkenga, second from Trustee Loss to accept the finance report and pay the bills for the month of October 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:

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 October 2016.

BUILDING INSPECTIONS AND PERMITS: On file for review.

PARK:

Park administrator Rick Budde stated that the park is almost shut down for the winter. He is keeping the bathrooms open during the day and locking them at the end of his shift. The bathrooms will be locked during winter months.

STREETS AND MAINTENANCE:

Street Administrator Rick Budde reported that the road project for Automobile was not selected by MDOT. He stated that the engineering he had done on Automobile road will still be good when the project application is selected for a small urban grant.

PLANNING COMMISSION: no meeting was held in October

Clerk Bloem stated that there was not a meeting held in October. She did report that the meeting falls on the night before Thanksgiving. She will contact commission members and find out if they want to change the date of the meeting.

H.R. COMMITTEE:

Trustee Sikkenga reported the Human Resource Committee reviewed Rick's job description and made some changes. He would like to work on the part-time maintenance job description at the November's meeting.

CALENDAR:

The Village of Lakewood Club Office will be closed on Thursday November 24<sup>th</sup> in observance of Thanksgiving. The Human Resource meeting will be held on Wednesday November 16, 2016 at 6:00 p.m. The Planning Commission meeting will be determined and posted. The Village work session meeting will be held on Monday, November 28, 2016 at 6:00 p.m. the regular meeting will follow at 7:00 p.m.

OLD BUSINESS: None

NEW BUSINESS:

A. Budget Amendments

Clerk Bloem requested budget amendments to the following accounts. Clerk, 101-215-726.000 Supplies \$200.00. Account to cover amendment to Clerk 101-215-860.000 Transportation and amendment to Department of Public Works, 101-441-775.004 Repairs and Maintenance \$1,000.00. Account to cover amendment to Department of Public Works 101-441-970.002 Capital Outlay. Amendment under Local

Roads Streets and Maintenance 203-449-703.000 Full Time Wages \$1000.00, account to cover Streets and Maintenance is 203-449-970.000 Capital Outlay.

Motion by Trustee Carmean, second from Trustee Spencer to accept and approve budget amendments submitted by Clerk Bloem under Clerk, 101-215-726.000 Supplies \$200.00, amendment to Department of Public Works, 101-441-775.004 Repairs and Maintenance \$1,000.00 and amendment under Local Roads Streets and Maintenance 203-449-703.000 full time wages \$1,000.00. Roll call: Trustee D. Houtteman-**Aye**, M. Spencer-**Aye**, R. Sikkenga-**Aye**, M. Loss-**Aye**, J. Carmean-**Aye**. Ayes: 5, Nays: None. **Motion Carried.**

A. Weed Control Certification:

Council discussed and decided due to the cost of getting maintenance certified to spray lake weeds the Council directed Clerk Bloem to call the Muskegon Conservation District and asked them if they would spray our lake for weeds and Pfragmites and if so what the cost would be to do this.

Motion by Trustee Swanson to adjourn the September 26, 2016 regular meeting at 7:15 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk