

Village of Lakewood Club

Meeting Minutes

April 26, 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:

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer to approve the April 26, 2021 meeting agenda. Roll call: Trustee, M. Spencer-Aye, D. Houtteman-Aye, S. Swanson-Aye, T. Verhoeven-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, Ayes: 6, Nays: 0. **Motion Carried.**

SPECIAL:

Clerk Bloem opened and read bids for the following building sites. Building site 1, Parcel #61-42-501-022-0013-00 John and Susan Baldwin Trust \$5,010, Don Root \$3,860, Steve Nash \$3,501. Building site 2, Parcel #61-42-501-022-0017-00 Don Root \$7,660, John and Susan Baldwin \$5,010, Steve Nash \$3,501, Site 3, Parcel #61-42-501-022-0022-00 Don Root \$7,820, John and Susan Baldwin \$4,230, Steve Nash \$3,501. The three building sites are located in Blk 22, Plat OG, Lakewood Add. #1.

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to accept the bid for Building Site 1 Parcel #61-42-501-022-0013-00 from John and Susan Baldwin Trust in the amount of five thousand ten (5,010) dollars. Roll call: Trustee, T. Verhoeven-Aye, R. Morningstar-Aye, S. Swanson-Aye, D. Houtteman-Aye, J. Semelbauer-Aye, M. Spencer -Aye. Ayes: 6, Nays: 0, **Motion Carried.**

Motion by Trustee D. Houtteman, second from Trustee T. Verhoeven to accept the bid for Building Site 2 Parcel #61-42-501-022-0017-00 from Donald Root in the amount of seven thousand six hundred and sixty (7,660) dollars. Roll call: Trustee, M. Spencer-Aye, S. Swanson-Aye, J. Semelbauer-Aye, D. Houtteman-Aye, T. Verhoeven-Aye R. Morningstar-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to accept the bid for Building Site 3 Parcel #61-42-501-022-0022-00 from Donald Root in the amount of seven thousand eight hundred and twenty (7,820) dollars. Roll call: Trustee, M. Spencer-Aye, D. Houtteman-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, T. Verhoeven-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee T. Verhoeven, second from Trustee D. Houtteman to approve the Work Session meeting minutes for March 22, 2021 as submitted by Clerk Bloem. Roll call: Trustee, D. Houtteman-Aye, R. Morningstar-Aye, T. Verhoeven-Aye, S. Swanson-Aye, M. Spencer-Aye, J. Semelbauer-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee D. Houtteman, second from Trustee T. Verhoeven to approve the meeting minutes for March 22, 2021 as submitted by Clerk Bloem. Roll call: Trustee R. Morningstar-**Aye**, J. Semelbauer-**Aye**, M. Spencer-**Aye**, D. Houtteman-**Aye**, S. Swanson-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

Motion by M. Spencer to have the clerk type two sets of minutes one set with discussion and one set with just motions, and have the Council vote on both. Motion dies, due to lack of support.

CORRESPONDENCE: None

TREASURER'S REPORT:

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

FINANCE REPORT:

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

COMMITTEE REPORTS:

Community Committee:

Trustee M. Spencer stated that he got good information from Fruitland Township on how they use their Senior Mileage money to help the seniors in their community. They give seniors free passes to Fruitland Township's transfer station, monetary coupons for the farmers market in Montague, vouchers to Berry's greenhouse for flowers or mulch, and they have donated to meals on wheels. White Lake Senior Center and Age Well Services would also benefit our seniors. Trustee M. Spencer stated that this committee needs a few more members, preferably residents from the Village.

Lake Committee – no report

Liquor Inspections: monthly inspection made at Fox Lake General Store, Nite Spot Bar and Lakewood Quick Stop.

Ordinance enforcement: report submitted to Council for review. Discussion was held on how ordinance violation complaints can get to the Ordinance enforcer when office is not open.

Building Inspections:

Two building permits were issued for new construction for the month of March

Park:

Rick Budde reported that they cut grass and fertilized the grass in the park. Trustee D. Houtteman asked Rick if he could replace the corkboard in bulletin board at the park.

Streets and Maintenance:

Street Administrator Rick Budde stated that Great Lakes Chloride will be in to brine the roads after Memorial Day. He also stated that they spread black dirt along the boardwalk where it washed out from the flooding. He has it scheduled for hydro-seeding this week.

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

Human Resource Committee:

Trustee J. Semelbauer reported that the H.R. committee discussed setting up a 5-year step plan for Larry, he stated that there will be certifications and training before the next step. The committee discussed and is recommending to the Council to give Larry a .60 cent pay raise.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to give Larry Gray a .60 cent pay raise. This raise will start April 1, 2021. Roll call: Trustee M. Spencer-Aye, D. Houtteman-Aye, S. Swanson-Aye, T. Verhoeven-Aye, J. Semelbauer-Aye, R. Morningstar-Aye. Ayes: 6, Nays: 0, **Motion Carried.**

Council discussed whether committee meetings should follow the Open Meetings Act. Clerk Bloem will check with other municipalities to see how they handle their committee meetings.

Lots:

Mary Kilmer stated that three Village lots were sold.

Set Calendar:

The Village office will be closed on Monday May 31, 2021 in observance of Memorial Day. 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 May 12, 2021 at 6:00 p.m. **The Planning Commission meeting will be held on Wednesday May 19, 2021 at 6:30 p.m. The Village work session meeting will be held on Monday, May 24, 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.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to accept the calendar as stated above. Roll call: Trustee M. Spencer-Aye, S. Swanson-Aye, T. Verhoeven-Aye, J. Semelbauer-Aye, R. Morningstar-Aye, D. Houtteman-Aye, Ayes: 6, Nays: 0, **Motion Carried.**

OLD BUSINESS:

A. Fireworks:

Clerk Bloem informed the Council that she contacted Wolverine Fireworks and they do have us on the calendar for July 3rd and there will no charge for cancelling the Village's 4th of July fireworks if the COVID-19 numbers are high. President McGahan would like the Clerk to get the terms in writing regarding the cancellation policy.

B. Village credit/debit card:

President McGahan stated that Deputy Clerk Cheryl Edsall will contact other municipalities and ask to get copies of their credit card policies for the Council to review.

C. Engine Brake Ordinance:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to adopt the Village of Lakewood Clubs Engine Brake Ordinance submitted by Attorney Sweeting. 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**.

Trustee S. Swanson asked Street Administrator Budde to look into the cost of “No Engine Brake” signs and report at the next meeting.

D. Deputy Clerk’s position:

Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to have President McGahan contact the Village attorney tomorrow to get a legal opinion regarding job sharing of the Deputy Clerks position and if Mary Kilmer can report to work Monday. Roll call: Trustee M. Spencer-**Aye**, D. Houtteman-**Aye**, S. Swanson-**Aye**, T. Verhoeven-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

E. Other:

A letter was submitted to the Village Council from Zoning Administrator/Building Inspector Val Jensen regarding 17 E. White Lake Drive on different steps to move forward and get this issue settled.

NEW BUSINESS:

A. Village Manager:

President McGahan would like to hold a special meeting and have a couple people come in and talk to the Council regarding Village managers and how they can benefit the Village.

B. Attorney Ordinance:

Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to have President McGahan contact the Village Attorney via email regarding an Attorney Ordinance. Roll call: Trustee M. Spencer-**Aye**, D. Houtteman-**Aye**, S. Swanson-**Aye**, T. Verhoeven-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

C. Rangers:

President McGahan will get with Clerk Bloem regarding the ranger applications.

D. White Lake Community Ed Summer Lunch Program:

Clerk Bloem stated that White Lake Community Ed summer lunch program is all set to serve lunches at our park from July 5th through August 5th, Monday through Thursday. The lunch will be served from 11:10-11:30 am. The Council will need to make a motion to approve the 250.00 budget for our site.

Motion by Trustee R. Morningstar, second from Trustee D. Houtteman to approve the expenditure of two hundred fifty (250) dollars to pay White Lake Community Education to hold the summer lunch program in the park. Roll call: Trustee M. Spencer-**Aye**, D. Houtteman-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, T. Verhoeven-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

E. Other

Zoning Board of Appeals

Motion by Trustee S. Swanson, second from Trustee D. Houtteman to approve the appointments to the Zoning Board of Appeals. People to be appointed are David West, Elizabeth Lemoine, Brent Rendulic, Tim Bloem and Suzanne Baldwin. Roll call: Trustee M. Spencer-**Aye**, D. Houtteman-**Aye**, S. Swanson-**Aye**, T. Verhoeven-**Aye**, J. Semelbauer-**Aye**, R. Morningstar-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

Special meeting:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman to have a Special Meeting with the Village Attorney to go into closed session to discuss litigation. Roll call: Trustee D. Houtteman-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Nay**, T. Verhoeven-**Aye**, M. Spencer-**Aye**. Ayes: 6, Nays: 0, **Motion Carried**.

GOOD AND WELFARE:

The Village Council would like to thank all the Village residents that did road cleanup.

PUBLIC COMMENT:

Shar- Manager of Nite Spot would like to get a variance on the noise ordinance so they can have outdoor entertainment on Friday and Saturday nights until midnight and a variance to create motorcycle parking behind the mailbox. President McGahan will contact Zoning Administrator Val Jensen tomorrow to get more insight on this.

Bob Sikkenga- 739 W. Hawthorne past Village Trustee and Planning Commission member for Dalton Township stated that it will be hard to enforce the engine brake ordinance but it is a good step, most State police will not ticket for this because the brakes were put on trucks as a safety device. Minutes must be in writing and accurate; tapes are not legal in court. Zoning Board of Appeals members do not need to be licensed, applicants must show hardship in order to get a variance. All committees must follow the open meetings act by posting the meeting, and taking minutes of the meeting. The Chairman should not make motions it should come from the floor. Minutes should be turned in to the Village office and filed in a book. The Village Clerk is responsible for all documentation and everything needs to be ran through the Village office. All motions need to be acted on or rescinded. Michigan Municipal League will back us in court as long as we are a member and pay our dues. Noise ordinance, State law requires 85 decibels in industrial areas. He is asking the Council to take this information into consideration.

Mike Gregg – 28 W. Glen the Village does not need a Village manager; our Council and President is responsible for handling the business of the Village.

Adjourn: Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to adjourn the April 26, 2021 regular meeting at 9:55 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk