

**Village of Lakewood Club
Meeting Minutes
August 23, 2021**

CALL TO ORDER: Meeting called to order by President Pro tem Mark Spencer at 7:00 pm.

PLEDGE OF ALLEGIANCE:

ROLL CALL: President Pro tem Mark Spencer, Trustee Debbie Houtteman, Tammy Verhoeven, Sarah Swanson, Rusty Morningstar, Trustee Jared Semelbauer, Street Administrator Rick Budde, Treasurer Hannah Swanson, and Clerk Wendy Bloem. Absent: President Mike McGahan,

ACCEPT OR AMEND AGENDA:

Motion by Trustee T. Verhoeven, second from Trustee S. Swanson to amend and approve the August 23, 2021 meeting agenda. Amend to add after number 6 on the agenda, appointment of Village President. Roll call vote: D. Houtteman-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President Pro tem M. Spencer-**Aye**. Ayes: 6, Nays: 0. **Motion Carried.**

PUBLIC COMMENT: no public comment

RESIGNATION:

President Pro tem M. Spencer read the following email sent Monday, 26 Jul 2021, Subject: Resignation, "Dear Council Members, Last week I accepted a generous job offer. Unfortunately, I have to relocate for it. So, I will no longer reside in the Village of Lakewood after 08/23/2021 and will be stepping down as president. Sincerely, Michael McGahan."

Motion by Trustee D. Houtteman, second from Trustee S. Swanson to except Mike McGahan's resignation as Village President. Roll call vote: D. Houtteman-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President Pro tem M. Spencer-**Aye**. Ayes: 6, Nays: 0. **Motion Carried.**

APPOINT PRESIDENT:

President Pro tem M. Spencer stated that it was discussed at the Work Session meeting and consensus of the Village Council is to appoint Robert Sikkenga as Village President until the next general election which will be held November 2022.

Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to appoint Robert Sikkenga as Village President until the next general election which will be held November 2022. Roll call vote: D. Houtteman-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President Pro tem M. Spencer-**Aye**. Ayes: 6, Nays: 0. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman, to approve the Work Session meeting minutes for July 26 as submitted by Clerk Bloem. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion b Trustee M. Spencer, second from Trustee D. Houtteman to approve the meeting minutes for July 26, 2021 as submitted by Clerk Bloem. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

CORRESPONDENCE:

Clerk Bloem read a letter from Dalton Township notifying the Village of a public hearing to be held at Dalton Township during their 6:00 p.m. on September 13, 2021 to consider an ordinance to allow the operation of Off-Road Vehicles on roads within the Township.

TREASURER'S REPORT:

Motion by Trustee S. Swanson, second from R. Morningstar to accept the August 2021 Treasurer's report as submitted by Treasurer Hannah Swanson. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

FINANCE REPORT:

Trustee J. Semelbauer asked Rick if he has checked with another municipality if they would clean the Village's storm drains. J; Semelbauer stated that if they would do it, it may be cheaper. Rick said he would check into it.

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to accept the finance report and pay the bills for the month of August 23, 2021. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

COMMITTEE REPORTS:

Community Committee:

Trustee T. Verhoeven stated that the committee held discussion on how to disburse the money. Should it be in gifts cards from local businesses and how do we get the cards to the seniors?

Lake Committee:

Trustee M. Spencer informed the Council that he contacted the DNR and spoke with Nancy Cuncannan representative for Muskegon County Lakes. Ms. Cuncannan told him if the tree is in the water you will need to fill out an application on their website to get approval to remove it, if the tree is not in the water, we can remove it without a permit. Trustee M. Spencer asked Rick and Larry to go around the lake and find out what dead trees they can cut down without a permit and what trees need a permit to take down.

Liquor Inspections: 3 inspections, Fox Lake General Store, Nite Spot Bar and Lakewood Quick Stop.

Ordinance Enforcement: July report submitted to Council for review.

Building Inspections: Inspections on file for review,

Park:

Park Superintendent Rick Budde reported that there has been some vandalism to the garbage cans along the boardwalk. The neighbor across the street saw the vandalism happen and contacted the police. Rick stated he will contact the deputy and get a copy of the police report.

Trustee S. Swanson would like permission to contact Pat Cornelisse to and find out what she would charge to guide us in applying for a park grant to upgrade the play area in the park.

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven to allow Trustee S. Swanson to contact Pat Cornelisse to gather information on applying for a park grant. Roll call vote: D. Houtteman-Aye, M. Spencer-Aye, T. Verhoeven-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, and President R. Sikkenga-Aye. Ayes: 7, Nays: 0. **Motion Carried.**

Streets and Maintenance:

Street Administrator Rick Budde reported that they have been trimming trees along the roads, and had 3 trees cut down, 2 on local roads and 1 in the park.

Planning Commission Meeting:

Trustee Semelbauer reported that the Planning Commission is still reviewing Chapters 6 and 7 in the Zoning book for clerical errors.

Human Resource Committee: no meeting

Set Calendar:

A face mask is required to enter the Village Hall if you have not had a COVID vaccine. The Human Resource meeting will be held if needed on Wednesday September 15, 2021 at 6:00 p.m. when needed. The Planning Commission meeting will be held on Wednesday September 8 and 22, 2021 at 6:30 p.m. The Village work session meeting will be held on Monday, September 27, 2021 at 6:00 p.m., the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Village Website:

Clerk Bloem stated that she needs approval from the Village Council to move forward with Shumaker Technology Group for the Village website. The Silver package is \$1,250 which includes 20 pages and 75 linked documents, and pre and post development meetings and trainings. The gold package includes 35 pages and 125 linked sites, on-site meetings and trainings and the website will be designed with attention to ADA compliance guidelines.

Motion by Trustee Semelbauer, second from Trustee R. Morningstar to approve the expenditure of One thousand Seven hundred Fifty (1,750) dollars to have the Shumaker Technology Group upgrade the Village website and to comply with the Americans Disabilities Act. (ADA). Roll call vote: D. Houtteman-Aye, M. Spencer-Aye, T. Verhoeven-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, and President R. Sikkenga-Aye. Ayes: 7, Nays: 0. **Motion Carried.**

B. 410 Kenwood:

Council discussed and consensus is to contact the Village Attorney if the property is not cleaned up by the end of August.

C. Harassment Issues:

President R. Sikkenga will talk with the people involved to get a better understanding as to what has taken place.

NEW BUSINESS:

A. Resolution to adopt the Credit Card Policy:

Motion by Trustee R. Morningstar, second from Trustee M. Spencer to accept Resolution #88 adopting the Village of Lakewood Club's Credit Card Policy. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

B. Adopt proposed fiscal year ordinance:

Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to adopt Ordinance #51 Fiscal Year Ordinance. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

C. Adopt proposed amendments to Regulatory Ordinances:

President R. Sikkenga would like to table until the September meeting; this would give him time to set up a meeting with Ordinance Enforcer James Rogers.

D. Brake Ordinance:

Council discussed and decided to keep the Brake Ordinance as is.

GOOD AND WELFARE:

PUBLIC COMMENT:

Pat Wiggers, 913 W. Hawthorne asked if the roads could be brined, they are really dusty.

Adjourn: Motion by Trustee S. Swanson, second from Trustee S. Spencer to adjourn the August 23, 2021 regular meeting at 8:08 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk