

**Village of Lakewood Club**  
**Meeting Minutes**  
**June 28, 2021**

CALL TO ORDER: Meeting called to order by President Mike McGahan at 7:00 pm.

PLEDGE OF ALLEGIANCE:

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

ACCEPT OR AMEND AGENDA:

Deputy Clerk Mary Kilmer would like to amend the agenda to add 4 topics, 1. Residency requirements for elected officials, 2. Lake survey, 3. residential communication with the Village President, 4. Voting on motions. President McGahan stated that these topics will be addressed under E. New Business.

Motion by Trustee S. Swanson, second from Trustee R. Morningstar to amend and approve the amendments to the June 28, 2021 meeting agenda. Amend to add under E. Other, 1. Residency requirements for elected officials, 2. Lake survey, 3. residential communication with the Village President, 4. Voting on motions. Roll call vote: Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, M. McGahan-**Ayes**. Ayes: 7, Nays: 0. **Motion Carried.**

PUBLIC COMMENT: None

SPECIAL MEETING MINUTES:

Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to approve the Special Meeting Minutes from June 14, 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**, M. McGahan-**Ayes**. Ayes: 7, Nays: 0. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee D. Houtteman, second from Trustee M. Spencer to amend and to approve the amendments to the Work Session meeting minutes for May 24, 2021 as submitted by Clerk Bloem. Amend under Call to order, delete President Mike McGahan and add President Pro tem Mark Spencer and amend under Roll Call, show President Mike McGahan absent. Roll call vote: D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, M. McGahan-**Ayes**. Ayes: 7, Nays: 0. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by M. Spencer, second from Trustee S. Swanson to approve the meeting minutes for May 24, 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**, M. McGahan-**Ayes**. Ayes: 7, Nays: 0. **Motion Carried.**

CORRESPONDENCE:

Clerk Bloem stated that IT Right will no longer be handling the Villages website account. IT Right is passing our account to Shumaker Technology Group. Shumaker will be holding a transition zoom meeting Monday July 12 at 1:30 p.m. This meeting will give them a chance to meet us and to be able to understand our municipality's needs for our website.

TREASURER'S REPORT:

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to accept the June 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, M. McGahan-Ayes. Ayes: 7, Nays: 0. **Motion Carried.**

FINANCE REPORT:

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

COMMITTEE REPORTS:

Community Committee:

Trustee T. Verhoeven stated that the committee met on June 17. The committee discussed the Senior millage, she stated she is still waiting to get the more information from Nancy Bramer from Public Health Muskegon County. The committee also discussed Meals on Wheels, meal preparation for seniors, and a senior newsletter. They also held discussion on bringing back the Fox Fest, a community fire pit in park, dog stations in park, teen dances at the Civic Center, and a Thanksgiving fund to purchase meals for the needy in the Village.

Lake Committee:

M. Spencer stated that the dead trees around the lake will need to be taken care of by Village employees. Before doing this, should the Village contact the DNR? Clean up around the lake will be held off until Fall due to all the weeds around the lake.

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

Ordinance Enforcement: June report submitted to Council for review.

Building Inspections: Inspection on file for review,

Park:

Park Superintendent Rick Budde reported that the park rangers have made an improvement in the park. He stated that there are boards that need to be replaced on the boardwalk. Trustee S. Swanson stated that she would like the Council to look into getting a grant for new park equipment.

Streets and Maintenance:

Street Administrator Rick Budde reported that brine has been done on the local roads.

Planning Commission Meeting:

Clerk Bloem reported that the Planning Commission are in the process of reviewing amendments to chapters 3, 4, and 6 in the Zoning Ordinance for spelling and punctuation errors.

Human Resource Committee: no meeting

Lots: no lots sold.

Set Calendar:

**The Village of Lakewood Club office will be closed on Monday July 5, in observance of Independence Day. According to the Michigan Department of Health and Human Services 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 July 14, 2021 at 6:00 p.m. The Planning Commission meeting will be held on Wednesday July 21, 2021 at 6:30 p.m. The Village work session meeting will be held on Monday, July 24, 2021 at 6:00 p.m., the regular meeting will follow at 7:00 p.m. **Notice the Village meetings will be held in person at the Village Hall.**

Treasurer Hannah Swanson asked why the Village office is not closed on federal holidays, when all other municipalities are closed. Council asked Hannah to get a list of federal Holidays and bring back to the August meeting.

Motion by Trustee J. Semelbauer, second from Trustee T. Verhoeven to close the Village office on July 5 in observance of Independence Day. Roll call vote: D. Houtteman-Aye, M. Spencer-Aye, T. Verhoeven-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, M. McGahan-Ayes. Ayes: 7, Nays: 0.  
**Motion Carried.**

#### OLD BUSINESS:

A. Village credit card policy:  
Tabled to July meeting.

B. Update on Village manager  
Village Council consensus of the Council is there is no need in pursuing a Village manager.

C. Safety issues causing surveys:  
President M. McGahan stated that the surveys that were done due to the dead trees along the lake, this needs to be addressed. There were also issues to be addressed regarding fences and other stuff in the park walkway around the lake.

D. Village attorney policy:  
Clerk Bloem will get sample attorney policy from other municipalities and bring back the July meeting.

#### NEW BUSINESS:

A. Community Watch Program:  
President M. McGahan would like to re-start the committee watch program and involve the community and bring it to social media.

B. Taking Village Voice to social media:  
President M. McGahan would like to be able to add to the Village Voice through out the year.

C. Dead trees around lake:  
Need to contact DNR to find out if we can remove dead trees around the lake.

## D. Fireworks/Police:

Clerk Bloem stated that she spoke to the Muskegon Council Sheriff Department and the cost to have a deputy patrolling on July 3<sup>rd</sup> will be sixty-three (63) dollars an hour. He will post the job, but there will be no guarantee some will sign the posting.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to approve the hiring and expenditure of two Sheriff deputies for the night of July 3<sup>rd</sup> from 8:00 pm to midnight. Payment not to exceed six hundred (600) dollars. Roll call vote: D. Houtteman-Aye, M. Spencer-Aye, T. Verhoeven-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, M. McGahan-Ayes. Ayes: 7, Nays: 0. **Motion Carried.**

## E. Other

Deputy Clerk Mary Kilmer, addressed the Council regarding four matters as follows:

1. Elected Officials Residency Requirements: Deputy Clerk asked President McGahan if he had been living in the Village the past six months to which he replied, "yes."
2. Questioned the reason for the surveys of walkway by three lake properties (8 & 92 W. Glen Ave., and 6902 E. Parkway. Answer: Safety issues due to dead trees. Advised property owners should be informed of upcoming surveys as a matter of courtesy to the owner(s).
3. Residential communication with Village President. Why doesn't the President answer phone calls? Can't leave a message as no mailbox set up.
4. Voting on motion. Council should not vote on any motion if unclear about the reasons why, where, who, and what for are plainly stated.

## GOOD AND WELFARE:

Corey Davis, homeowner of 410 W. Kenwood informed the Village Council at the Work Session meeting that his intentions are to have a dumpster hauled in on July 9, 2021 and begin demolition. Mr. Davis made an agreement with the Village Council to have the house leveled July 12, 2021, have the demolition material hauled away and the property cleaned up by July 31, 2021. Homeowner must contact neighbors regarding his intentions.

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to have the Village building inspector extend the demolition permit for 410 W. Kenwood until July 31, 2021. Property owner will have a dumpster brought in on July 9, 2021, house must be leveled July 12, 2021, demolition material hauled away and property must be cleaned up by July 31, 2021. Homeowner must contact neighbors regarding his intentions. Roll call vote: D. Houtteman-Aye, M. Spencer-Aye, T. Verhoeven-Aye, S. Swanson-Aye, R. Morningstar-Aye, J. Semelbauer-Aye, M. McGahan-Ayes. Ayes: 7, Nays: 0. **Motion Carried.**

## PUBLIC COMMENT:

Bob Sikkenga- 739 W. Hawthorne stated that he agrees that more than one person should visit the Village attorney, the Village's regulatory ordinances are good, we do not need a committee to review them. Mr. Sikkenga also stated that the safety hazards around the lake does not warrant a survey.

Adjourn: Motion by Trustee S. Swanson, second from Trustee J. Semelbauer to adjourn the June 28, 2021 regular meeting at 8:30 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk