

**Village of Lakewood Club
Meeting Minutes for
April 25, 2022**

CALL TO ORDER: Meeting called to order by President R. Sikkenga at 7:00 pm.

PLEDGE OF ALLEGIANCE:

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

ACCEPT OR AMEND AGENDA:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to approve the April 25, 2022 meeting agenda. Roll call vote: Trustee 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.**

PUBLIC COMMENT: none

WORK SESSION MINUTES:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer, to approve the Work Session Minutes for March 28, 2022 as submitted by Clerk Bloem. Roll call vote: Trustee 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 by Trustee M. Spencer, second from Trustee D. Houtteman to amend and approve the amended Regular Meeting Minutes for March 28, 2022 as submitted by Clerk Bloem. Amend under Roll Call to change from absent to present D. Houtteman, R. Morningstar, and T. Verhoeven and to change Todd Nowak from Nite Spot owner to representative. Roll call vote: Trustee 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.**

CORRESPONDANCE:

Clerk Bloem informed the council that the Sports and Shorts Program will not be serving lunch at the park this summer due to lack of attendance from 2021.

TREASURER'S REPORT:

Motion by M. Spencer, second T. Verhoeven to place the April 2022 Treasurers report on file as submitted by Treasurer H. Swanson. Roll call vote Trustee 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:

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to accept the finance report and pay the bills for the month of April 2022. Roll call vote: Trustee 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:

Senior Cards will be given out on May 9 and 10 from 8a.m. to noon at the Village Office. T. Verhoeven talked about July 4th parade and festivities which will be held July 2, 2022.

Lake:

Elizabeth Lemoine presented the Council with a report of the Fox Lake, Muskegon County 2021 Score the Shore results.

Ordinance Enforcer:

President R. Sikkenga informed council that Ordinance Enforcer James Rodgers turned in letter of resignation. Due to James resignation, a notice will need to be placed in the Village newsletter and in White Lake Beacon seeking applications for position.

Motion accepted by Trustee M. Spencer, second by J. Semelbauer to accept resignation. Roll Call vote: Trustee 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.**

Park:

Park Administrator, R. Budde stated that we need Park Rangers soon due to vandalism to Port-A-Jons.

Streets and Maintenance:

Street Administrator Rick Budde reported regular maintenance on roads and Maintenance to Kenwood.

Planning Commission:

Trustee J. Semelbauer reported that the Planning Commission added Chapter 10 to the Zoning Ordinance and numbered the Subdivision Ordinance Chapter 10.

Human Resource Committee:

Trustee R. Morningstar stated that the HR committee discussed starting pay, cost of living pay and top end pay for Employee 1 and 2. The need for park rangers was discussed at the meeting.

Set Calendar:

Office closed May 30, 2022 for Memorial Day. Adopt a Road will be May 10, 2022 at 6:00pm. Special Meeting May 16, 2022 at 6:30 pm to discuss the roads with Randy. The Human Resource meeting will be held on May 11, 2022 6:00 p.m. The Planning Commission meeting May 18, 2022 at 6:00 p.m., the Village work session will be held on May 23, 2022 at 6:00 p.m. and the regular meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Shipping container:

President Sikkenga informed the Council that Ordinance Enforcer James Rogers issued a ticket and are waiting to hear the outcome.

B. Cameras in office:

President Sikkenga stated that the cameras are installed the Village offices and meeting room.

C. Road policy:

Council discussed and decided on holding a special meeting on May 16, 2022 at 6:30pm.

D. Website:

Clerk Bloem reported the Village website is up and running but still working out some bugs.

E. Training for Council and Clerk:

Clerk Bloem is to email trustees with the class information.

NEW BUSINESS:

A. Appointments:

President R. Sikkenga appointed Trustee: D. Houtteman to the Human Resource committee and Trustee J. Semelbauer to Lake Safety Committee.

B. Larry training:

Council agreed that money was budgeted for Larry to attend training. Larry will need to turn receipts into the clerk.

C. Training for Council and Clerk:

Clerk Bloem informed the Council that there is onsite training through the Michigan Municipal League for the Clerk and Village Council. The training consists of Essentials of Local Government Parliamentary Procedure and several other topics. The classes are 3 hours long and the Council will need to pick a topic for that class.

D. Clerk's Office:

President R. Sikkenga would like to see solid wood doors installed on the Deputy Clerk, Clerk and Treasurers offices.

E. New doors for safe room:

Maintenance Supervisor, Rick Budde to get prices to replace with solid doors.

F. Adopt-A-Road:

Council discussed and consensus is to set the date for the Adopt-A- Road for May 10, 2022 at 6 pm.

G. Other:

Trustee S. Swanson would like the Council to go over the Village Park Survey at the May 2022 meeting.

PUBLIC COMMENT: None

Adjourn: Motion by Trustee S. Swanson, second from Trustee M. Spencer to adjourn the April 25, 2022 regular meeting at 8:17 p.m.

Respectfully Submitted,

Wendy Bloem, Clerk