

Village of Lakewood Club
Meeting Minutes for
February 28, 2022 *Amended*

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

PLEDGE OF ALLEGIANCE:

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

ACCEPT OR AMEND AGENDA:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to approve the February 28, 2022 meeting agenda. Roll call vote: M. Spencer-**Aye**, S. Swanson-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 4, Nays: 0. **Motion Carried.**

PUBLIC COMMENT: no public comment

SPECIAL MEETING MINUTES:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer, to approve the February 9, 2022 Special Meeting minutes. Roll call vote: M. Spencer-**Aye**, S. Swanson-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 4, Nays: 0. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to approve the Work Session meeting minutes for January 24, 2022 as submitted by Clerk Bloem. Roll call vote: M. Spencer-**Aye**, S. Swanson-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 4, Nays: 0. **Motion Carried.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer, to amend and approve the amendment to the meeting minutes for January 24, 2022 as submitted by Clerk Bloem. Amend under Lake, first sentence, delete Larry and add Mark. Roll call vote: M. Spencer-**Aye**, S. Swanson-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 4, Nays: 0. **Motion Carried.**

TREASURER'S REPORT:

Motion by J. Semelbauer, second from M. Spencer to place the February 2022 Treasurers report on file as submitted by Treasurer H. Swanson. Roll call vote: M. Spencer-**Aye**, S. Swanson-**Aye**, J. Semelbauer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 4, Nays: 0. **Motion Carried.**

FINANCE REPORT:

Trustee Semelbauer asked Rick why there is a high dollar amount for Exit 16 Fleet Repair, Rick stated he had to have injectors fixed in truck #6.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to accept the finance report and pay the bills for the month of February 2022. Roll call vote: M. Spencer-Aye, S. Swanson-Aye, J. Semelbauer-Aye, and President R. Sikkenga-Aye. Ayes: 4, Nays: 0. **Motion Carried.**

COMMITTEE REPORTS:

Community Committee:

Trustee Spencer reported that we have the senior gift cards, and we need to decide how we are going to distribute them.

Lake:

Park Superintendent Rick Budde stated that he has been working on the end of the fishing dock in the park. The post that was driven into the lake have come moved back four feet from the ice. Trustee Swanson stated that we contacted the company that put in the post and they came out to inspect them and they said it was safe. Rick stated that the company recommended that he put a 3" steel plate along one side, he did that ran four timber bolts through the steel. Rick is cutting the end of the dock off to get it out of the water.

Ordinance Enforcer: Report submitted to Council for review.

Trustee Spencer questioned the report on 757 Michigan regarding someone living inside a motor home. Trustee Spencer stated that it sounds like he made contact with the person living in the motor home but not the owner of the property. He should be talking to the owner of the property, he is responsible. A letter needs to be sent the homeowner and then followed up by the Ordinance Enforcer.

Park:

Park Administrator Rick Budde reported that they have been working on the fishing docks that the ice has damaged. Both docks are going to need a lot of work done to them. He has also been repairing picnic tables.

Streets and Maintenance:

Street Administrator Rick Budde reported regular maintenance on roads.

Planning Commission Meeting:

Clerk Bloem reported that the Planning Commission is working on Chapter 9 of the Zoning Ordinance.

H.R. Committee:

Trustee Semelbauer stated that there were three applicants for the deputy clerk and clerk's position. The first applicant was interested in a full-time position, the second applicant Holly Frees is interested in the deputy clerk's position and has no problem doing a job share with Cheryl Edsall and, the third applicant Susan West is interested in the clerk's position, only downfall is that she may be elected at the next election.

Set Calendar:

The Zoning Board of Appeals will meet on March 7, 2022 at 6:30 p.m. The budget work session will be held on March 9, 2022 at 6:00 pm and if needed March 16, 2022 at 6:00 p.m. The Human Resource meeting will be held on March 14, 2022 6:00 p.m. The Planning Commission meeting will be held on Wednesday March 23, 2022 at 6:30 p.m. The Budget Public Hearing will be held on Monday, March 28, 2022 at 6:00 p.m., the Village Annual meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Shipping container:

President R. Sikkenga stated that the amendment to the Regulatory Ordinance has been published and Ordinance Enforcer James Rogers should be able to issue tickets.

B. Cameras:

Rick Budde stated that the office cameras are still scheduled to be installed sometime in March.

C. Other:

Website: Clerk Bloem reported she will give Shumaker the permission to get our new website up and running.

Trustee S. Swanson reported that she has all the survey's entered into ga program that generates graphs, and will report at the next meeting when all the Trustees are present.

NEW BUSINESS:

A. Budget work session meeting:

President Sikkenga stated that the Village Council decided to hold the budget work session meeting on March 9 and 16. Clerk Bloem will contact the three council members that are absent at ask them what date will work for them and let the board know via email.

B. Road Policy:

Council discussed and set a tentative date of March 16, if not needed for the budget work session, to hold a Special meeting to work on the Road Policy. She will confirm with the Council after the Work Session date is set.

C. Appointments:

President Sikkenga stated that the Human Resource committee did interviews for Clerk and Deputy Clerk and the Committee decided on Susan West for the Clerk's position, when Clerk Bloem leaves, and Holly Frees for Deputy Clerk. President Sikkenga is recommending to Council to appoint Susan West as Clerk when position comes available, and Holly Frees to Deputy Clerk to begin on May 1, 2022.

Motion by Trustee M. Spencer, second from Trustee S Swanson to accept to accept the recommendation from President Sikkenga to appoint Susan West as Clerk when Clerk Bloem leaves and appoint Holly Frees to take over as Deputy Clerk on May 1, 2022. Roll call vote: M. Spencer-Aye, S. Swanson-Aye, J. Semelbauer-Aye, and President R. Sikkenga-Aye. Ayes: 4, Nays: 0. **Motion Carried.**

D. Larry's Pay:

President Sikkenga Larry had surgery is off work on workman compensation. Does the Council want to make up Larry's wages that he does not receive from Workmen Compensation? President Sikkenga feels the Village should not pay 100% of Larry's wages. Can Larry train while he is off, watching videos etc. Trustee Spencer stated that this should be approved by his doctor and workman's comp. This needs to be added to the budget work session meeting.

PUBLIC COMMENT: None

Adjourn: Motion by Trustee S. Swanson, second from Trustee J. Semelbauer adjourn the February 28, 2022 regular meeting at 7:45 p.m.

Respectfully Submitted,


Wendy Bloem, Clerk