

**Village of Lakewood Club  
Meeting Minutes for  
January 24, 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 M. Spencer, second from Trustee T. Verhoeven to approve the January 24, 2022 meeting agenda. 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.**

PUBLIC COMMENT: no public comment

BID OPENING:

Clerk Bloem opened and read the sealed bids for the Village-owned building site, Lakewood Add.2, Plat OL, Block 10, Lots 31-40 inc., parcel #61-42-502-010-0030.00. Bid #1 from Timothy McCarthy \$2,150.00, bid #2 from Robert Bennetts \$10,111.00.

Motion by Trustee S. Swanson, second from Trustee R. Morningstar to accept the bid of \$10,111.00 from Robert Bennetts for Lakewood Add.2, Plat OL, Block 10, Lots 31-40 inc, parcel #61-42-502-010-0030.00. 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.**

SPECIAL MEETING MINUTES:

Motion by Trustee R. Morningstar, second from Trustee M. Spencer, to amend and approve the amendment to the December 20, 2021 Special Meeting minutes. Amend to change Mark Spencer and Rusty Morningstar from absent to present. 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.**

WORK SESSION MINUTES:

Motion by Trustee D. Houtteman, second from Trustee R. Morningstar to approve the Work Session meeting minutes for December 20, 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.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven, to amend and approve the amendment to the meeting minutes for December 20 2021 as submitted by Clerk Bloem. Amend under lots to change parcel number from 003-0030. 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: none

TREASURER'S REPORT:

Motion by M. Spencer, second from J. Semelbauer to place the January 2022 Treasurers report on file as submitted by Treasurer 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:

Motion by Trustee T. Verhoeven, second from Trustee D. Houtteman to accept the finance report and pay the bills for the month of January 2022. 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 Spencer reported that there was no meeting in January. He will get with Meijer and order the gift cards for the Seniors.

Lake:

Trustee J. Semelbauer stated that it was discussed in a prior meeting that Rick and Larry would go out and mark the dead trees around the lake. Trustee J. Semelbauer suggested that the Council add the tree removal cost to the next budget and pay someone to remove the trees along the lake.

Park:

No report from Park Administrator Rick Budde. Trustee T. Verhoeven stated that there have been kids using park hill for sledding.

Streets and Maintenance:

Street Administrator Rick Budde stated that they have been snow plowing the roads and using the ice blades to groove the local roads. Rick also stated that there has been a considerable number of repairs on the trucks.

Planning Commission Meeting:

President R. Sikkenga reported that Doug Whitener resigned from the Planning Commission. He stated that the Council will need to accept his resignation. Trustee Semelbauer reported that Chapter 8 in the Zoning book is 95% complete, and the Planning Commission is starting to work on Chapter 9 next month.

He also reported that the commission is recommending Suzanne Baldwin to take Doug Whitener's seat as Planning Commissioner. Trustee J. Semelbauer stated that he would like to serve as co-chair on the Planning Commission. He is not sure if a Trustee can hold this position; we will need to look into this.

Motion by Trustee J. Semelbauer, second from Trustee T. Verhoeven to accept the resignation of Doug Whitener as Planning Commissioner and thank him for his years of service. 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.**

President R. Sikkenga is recommending Suzanne Baldwin to fill the vacant seat on the Planning Commission.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to accept the recommendation from President Sikkenga to appoint Suzanne Baldwin to the Planning Commission. 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.**

Human Resource Committee:

Trustee J. Semelbauer stated that the committee reviewed the duties of clerk and deputy clerk that was going to be mailed to the residents of the Village.

Lots: no lots sold

Set Calendar:

**A face mask is recommended to enter the Village Hall regardless of vaccination status.** The Human Resource meeting will be held on Wednesday February 2, 2022 at 6:30 p.m. if needed, and February 16, 2022 at 6:30 p.m. The Planning Commission meeting will be held on Wednesday February 23, 2022 at 6:00 p.m. The Village work session meeting will be held on Monday, February 28 at 6:00 p.m., the regular meeting will follow at 7:00 p.m. **The Village office will be closed on Monday February 21 for Presidents Day.**

OLD BUSINESS:

A. Update on Shipping Container:

Ordinance Enforcer James Rogers has to wait for the amendment to be published to begin writing tickets.

B. Update cameras in office:

The cameras will be installed in the Village offices and meeting room sometime in March 2022.

C. Update on Clerk and Deputy Clerk position:

President R. Sikkenga stated that one application has been turned in, he has had a conversation with a couple people and they may be stopping in to apply.

D. Update on grant:

Clerk Bloem informed the Council that the park grant is pushed out to 2023. The Village did not make the deadline for the updated Park and Recreation Plan. Pat Cornelisse will continue to work with us on the grant until it is submitted next Spring.

E. Other:

Trustee R. Morningstar stated the road policy needs to be addressed, so in the future the Village is not paying to gravel new roads for contractors to build house on. Council scheduled a special meeting February 9, 2022 at 6:00 pm. to review the road policy. Council asked Clerk Bloem to asked Zoning Administrator Val Jensen to attend this meeting.

NEW BUSINESS:

A. RMS Garbage Service:

President R. Sikkenga stated that RMS will be selling out to another company before our contract runs out in November. President R. Sikkenga stated that the Village will need to seek bids before November.

B. Other:

Deputy Clerk Cheryl Edsall wants to thank Elizabeth Lemoine for writing and publishing the history of Lakewood

Trustee Semelbauer asked questions regarding committees and the open meetings act. He wanted to know if all committees fall under this act. President Sikkenga stated "yes" but not all committees meet on a monthly bases, when they do meet, the meeting need to be posted, the meeting needs to be held where the public can attend and minutes taken at the meeting to be given to the Village Clerk.

PUBLIC COMMENT: None

Adjourn: Motion by Trustee S. Swanson, second from Trustee J. Semelbauer adjourn the January 24, 2022 regular meeting at 8.20 p.m.

Respectfully Submitted,

  
Wendy Bloem, Clerk