

**Village of Lakewood Club
Meeting Minutes for
May 23, 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 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:

Bruce Froelich informed the council that he will be running for County Commissioner- District 1 during the next election.

Jason Kolkema informed the council that he will be running for Judge of the 14th Circuit Court for Muskegon County during the next election.

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman, to approve the Work Session Minutes for April 25, 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 R. Morningstar, second from Trustee J. Semelbauer to approve the Regular Meeting Minutes for April 25, 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.**

CORRESPONDANCE:

President R. Sikkenga read to the council Clerk W. Bloem's resignation. President R. Sikkenga, as well as the council, congratulated and thanked Clerk Bloem for her years of service.

Motion by R. Morningstar, second T. Verhoeven to accept Clerk Bloem's 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.**

TREASURER'S REPORT:

Motion by M. Spencer, second T. Verhoeven to place the May 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 M. Spencer, second from Trustee D. Houtteman to accept the finance report and pay the bills for the month of May 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 were handed out on May 9 and 10 from 8a.m. to noon at the Village Office. There are still seniors stopping in to pick their card up. Clerk Bloem suggested to try to hand more out at tax time as residents come in to pay taxes as well as to put the announcement on the Village Website.

Lake:

None

Liquor Inspections:

President R. Sikkenga informed the council there were 3 inspections made.

Ordinance Enforcer:

President R. Sikkenga informed the council the shipping container has been removed and the remaining items should be removed soon. President R. Sikkenga informed council that the pending trial for the chickens in the village had been postponed one more time and should have a new date soon.

Building Inspections and Permits:

President R. Sikkenga informed the council that the Building Inspections are on file for review.

Park:

President R. Sikkenga informed the council the weed killer for infield at Park had been applied.

Streets and Maintenance:

Street Administrator Rick Budde reported the Brine for the roads should be here the first part of June.

Planning Commission:

Clerk Bloem informed the council there was no meeting. President R. Sikkenga informed the council there would be training on Tuesday May 24, 2022 for the Planning Commission members.

Human Resource Committee:

Trustee R. Morningstar stated the Human Resource met on May 11 to interview two applicants and as a group decided to go with Greg Balcom. Trustee R. Morningstar stated HR talked about Park Rangers but had no applicants at this time. Clerk Bloem stated there was one applicant thus far but was sick with Covid. Trustee D. Houtteman asked if the need for Park Rangers was on the Village website. Clerk Bloem stated she would add it to website. Trustee R. Morningstar suggested to raise the Park Rangers pay. Trustee M. Spencer suggested to check into bodycam for Park Rangers to protect from wrongful accusations. President R. Sikkenga stated we needed 2 full time employees for Maintenance of the Village. President R. Sikkenga suggested to publish a help wanted add in the paper.

Motion by Trustee R. Morningstar, second from Trustee D. Houtteman to raise the Park Rangers pay to \$15.00 an hour. 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.**

Motion by Trustee M. Spencer, second from Trustee R. Morningstar to publish an ad on M-Live for employee 2. 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.**

Lots:

Nothing to report

Set Calendar:

Office closed May 30, 2022 for Memorial Day. Curbside pick-up Saturday, June 25, 2022. The Human Resource meeting will be held on June 15, 2022 6:00 p.m. The Planning Commission meeting will be held on Wednesday June 22, 2022 at 6:30 p.m. Work Session Meeting will be held on Monday, June 27, 2022 at 6:00 p.m., the Village Regular Meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Shipping container:

President Sikkenga informed the Council the shipping container is gone.

B. Update on Road Policy:

Meeting set for Monday June 20, 2022.

C. Update on Website

Clerk Bloem informed the council the website is up and going. She also informed the council the ordinances on the website need to be changed from Misdemeanor to Civil Infraction. The need to place the help wanted for Park Ranger and Employee number 2 on the Village website was discussed.

D. Training for Council and Clerk:

Trustee D. Houtteman suggested to wait until September. President R. Sikkenga suggested to get the training for the new Clerk and Deputy Clerk as soon as possible

E. New Doors for Clerk's office:

Maintenance Supervisor, R. Budde will need to get quotes for solid doors.

F. Other

None

NEW BUSINESS:

A. Fireworks:

President R. Sikkenga informed the council that motions were needed to file the application for fireworks, to approve the permit to display fireworks, to possess fireworks and to approve the expenditure of \$7,600.00.

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to file the application for fireworks, to approve the permit to display fireworks, to possess fireworks and approve the expenditure of \$7,600.00. 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.**

B. United Way:

Clerk Bloem informed the council that this is a one-day event to clean up the community.

C. Dugout for baseball field:

Clerk Bloem stated that she would check to see if the ARPA Funds could be used for a Dugout for the baseball field. She also stated the Funds need to be used by Dec. 31, 2024. President R. Sikkenga suggested to the council to feel free to read up on what the ARPA Funds can be used for.

D. Appointments:

Clerk Bloem stated that Susan West would need to be appointed as the Clerk as of June 1, 2022. President R. Sikkenga asked the council to approve Susan West Appointment.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to appoint Susan West to Clerk. 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.**

E. Ordinance Enforcer:

President R. Sikkenga stated to the council that the Human Resource Committee is recommending to hire Greg Balcom as the Ordinance Enforcer and needed a motion to support.

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to accept the recommendation and hire Greg Balcom as Ordinance Enforcer. 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.**

F. Quote for New Flag:

Park Administrator R. Budde presented the council with a quote for a new flag due to the current flag being damaged by the cleaning service.

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to purchase the 20'x 30' Nylon flag and to not exceed \$1,400.00. 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.**

G. Other:

Trustee M. Spencer suggested to revisit considering a dispensary in the Village due to generated revenue. President R. Sikkenga suggested to have Work Session Meeting to discuss.

GOOD AND WELFARE:

Trustee S. Swanson thanked Clerk Bloem for her years of service.

PUBLIC COMMENT: None

Adjourn: Motion by Trustee S. Swanson, second from Trustee M. Spencer to adjourn the May 23, 2022 regular meeting at 8:02 p.m.

Respectfully Submitted,

Susan West, Clerk