

**Village of Lakewood Club
Meeting Minutes for
December 19, 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, Sarah Swanson, Rusty Morningstar, and Jared Semelbauer, Clerk Susan West, Treasurer Hannah Swanson and Street Administrator Larry Gray.

ACCEPT OR AMEND AGENDA:

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven to approve the December 19, 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

SPECIAL MEETING MINUTES:

Motion by Trustee D. Houtteman, second from Trustee J. Semelbauer to approve the December 12, 2022 special meeting minutes. 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.**

WORK SESSION MINUTES:

- Trustee M. Spencer asked if the cell phone reimbursement for Greg Balcom has started. Clerk S. West stated that Greg has to bring in a copy of his cell phone bill to get that reimbursement.

Motion by Trustee M. Spencer, second from Trustee R. Morningstar to approve the Work Session Minutes for November 28, 2022 as submitted by Clerk West. 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:

- Trustee M. Spencer asked if the Special Use Permit was issued to the church. Clerk S. West stated that Site Review Plans were needed before Bob Tufts could issue the building permit. She stated that Val issued the zoning for it. She also stated that the Special Use permit was issued years ago to the church and that permit stays with the property.

Motion by Trustee M. Spencer, second from Trustee D. Houtteman to approve the Regular Meeting Minutes for November 28, 2022 as submitted by Clerk West. 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.**

CORRESPONDENCE:

Clerk S. West informed the council that Kevin Macabe stopped into the office, and that he wanted her to tell everyone on the council that he thought they were doing a great job.

TREASURER'S REPORT:

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to place the December 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:

- Trustee M. Spencer asked if the Blue Cross Blue Shield was so high because of a two (2) month payment.

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven to accept the finance report and pay the bills for the month of December 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:

No report

Lake:

Trustee J. Semelbauer requested past information on the lake. The council discussed items they remember from the past.

Liquor Inspections: Three inspections were made.

Ordinance Enforcer:

No Report

Ordinance Review Committee:

Ordinance Review Committee Chairman J. Semelbauer asked the council if they could authorize Greg Balcom to be a member of this Committee including the stipend. He stated that he would like Greg more involved with reviewing the current Ordinances. He also informed the council that this Committee meeting will be held the second Tuesday of every month.

Motion by Trustee R. Morningstar, second from Trustee S. Swanson to add Greg Balcom to this Committee and receive the stipend. 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.**

Building Inspections and Permits:

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

Park:

No report.

Streets and Maintenance:

Street Administrator Larry Gray informed the council that they are trying to keep the roads cleaned and salted. He also informed the council that he has been working with Jeff Frees on plowing, with it only being Jeff's second time plowing, but that he's doing good.

Planning Commission:

Draft Meeting Minutes from November 23, 2022 were given to each council member.

Human Resource Committee:

Human Resource Chairman R. Morningstar informed the council that HR met on December 7, 2022. He stated that they finished going through the handbook. He stated that he would try to have that updated revision ready for the council at the next monthly meeting for them to review.

Lots:

None

Set Calendar:

There will be an Ordinance Review Committee Meeting on January 10, 2023 at 6:30 p. m. The HR meeting will be held on January 11, 2023 at 6 p.m. There will be a Planning Commission meeting on January 18, 2023 at 6:30 p.m. The Village Work Session Meeting will be held on Monday January 23, 2023 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

The Village Office will be closed from December 23, 2022 through January 2, 2023 due to the holidays.

The Village Office will be closed on January 16, 2023 in observance of Martin Luther King Jr. Day

OLD BUSINESS:

A. ARPA funds:

President R. Sikkenga asked the council to get pricing and possibly multiple quotes for the items on the list that they want to use this fund for.

B. Park Grant:

Clerk S. West informed the council that the application was submitted. She also stated she received a confirmation email.

C. Citation Technicality:

President R. Sikkenga informed the council that a couple Ordinances were ready for review. He stated that the Ordinances should go to the Ordinance Review Committee to review before sending them to the Village Attorney for review.

D. Zoning Ordinance Draft:

Clerk S. West reminded the council about the meeting set for December 27, 2022 at 6:00p.m.

E. Other:

None

NEW BUSINESS:

A. Fireworks Contract:

President R. Sikkenga stated that the contract would be sent to the Attorney for review.

B. Locks Changed at Village Hall:

President R. Sikkenga informed the council that the locks were changed at the Village Hall.

C. Training for Council and Clerk:

Clerk S. West stated that she would find out if we could just spend one price for the whole council or if it would still be per individual. President R. Sikkenga informed the council that this training will be on January 21, 2023 from 8:30 a.m. until 12:25 p.m.

D. Joint Committee Meeting- Council, Planning Commission and ZBA (Annual):

President R. Sikkenga informed the council that this meeting is scheduled for December 28, 2022 at 6:00 p.m.

E. Other:

none

GOOD AND WELFARE:

None

PUBLIC COMMENT:

- Elizabeth Lemoine, 50 W. Englewood, asked questions on the month of November meeting minutes.

Adjourn: Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to adjourn the December 19, 2022 regular meeting at 7:53 p.m.

Respectfully Submitted,

Susan West, Clerk