

Village of Lakewood Club
Meeting Minutes for
January 23, 2023
www.villageoflakewoodclub.org

CALL TO ORDER: Meeting called to order by President R. Sikkenga at 7:01 pm.

PLEDGE OF ALLEGIANCE:

ROLL CALL: President Robert Sikkenga, Trustees 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 T. Verhoeven, second from Trustee M. Spencer to approve the January 23, 2023 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:

- Suzanne Baldwin, 6260 Wild Rose Way, asked if the list was available for the approved items that the ARPA Funds could be used on. She asked if there would be any input from the Village for the plan on the Park Grant. She asked if the work to be done would be by the landscape company that they choose. She also asked if any local landscape businesses would be made aware that they could bid on this.
- Marie Lemoine, 50 W. Englewood, stated that she had a couple suggestions if the Village does get the Park Grant. She stated that the kids would really like to keep some of the classic swings at the park. She also stated that she would strongly not recommend using engineered wood fiber.
- Pat Wiggers, 913 W. Hawthorne, asked if the plan for the park was a definite plan or if it could be changed.
- Kevin McCabe, 69 W. Linden, stated that the ECF (Economic Condition Factor) for the Village has many errors.
- Alan Styles, Dalton Township Fire Chief, stated that it was annual report time. He explained the report to the council. He also stated that in 2023 there will be a vote to increase the fire operating millage to add full-time firefighters.

SPECIAL/JOINT MEETING MINUTES:

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to file the special and joint meeting minutes from December 27 and 28, 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.**

WORK SESSION MINUTES:

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to approve the Work Session Minutes for December 19, 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:

Motion by Trustee D. Houtteman, second from Trustee R. Morningstar to approve the Regular Meeting Minutes for December 19, 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 she received an email about the Senior Millage Funding. She stated that for the Fiscal Year of 2023 the Village would get \$6,459.00.

TREASURER'S REPORT:

Motion by Trustee M. Spencer, second from Trustee D. Houtteman to place the January 2023 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 R. Morningstar asked about the checks that were written to the Village of Lakewood Club and the bill for Verplank's.
- Trustee S. Swanson asked what the check for Dalton Township was for.

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer to accept the finance report and pay the bills for the month of January 2023. 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:

Trustee T. Verhoeven stated that they met on Saturday January 21, 2023. She informed the council that they discussed festivities for July fourth.

Lake:

None

Liquor Inspections: Three inspections were made.

Ordinance Enforcer:

Ordinance Enforcer G. Balcom submitted a report for the councils review for the month of December 2022 and January 2023.

Ordinance Review Committee:

Ordinance Review Committee Chairman J. Semelbauer informed the council that Greg Balcom is a new member to the Ordinance Review Committee. He informed the council that they reviewed ordinance number eight (8) and ordinance number forty-two (42). He stated that they took some of the verbiage out of the ordinance to get to the Village lawyer for his review. He stated that while reviewing these ordinances there was contradicting verbiage between the two. He informed the council that Co-Chairman R. Lemoine would be working on a draft for changing the verbiage for their review. He also informed the council that the next two ordinances that they would be working on is ordinance number seven (7) and ordinance number thirteen (13).

Building Inspections and Permits:

President R. Sikkenga informed the council that the Building Inspections and Permits 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 maintained.

Planning Commission:

Meeting Minutes from December 21, 2022 were given to each council member. Planning Commission Liaison J. Semelbauer informed the council where the Planning Commission was at in the Master Plan review. He stated that they planned on completing this by June or July of 2023.

Human Resource Committee:

President R. Sikkenga stated that they met on January 11, 2023. Trustee T. Verhoeven informed the council that they discussed health insurance and a few other topics. Human Resource Chairman R. Morningstar stated that he would highlight the changes to the personnel handbook in yellow and email it to each council member for their review.

Street Administrator Larry Gray asked if they could add Jeff Frees thirty-day review to their agenda.

Lots:

None

Set Calendar:

There will be an Ordinance Review Committee Meeting on February 16, 2023 at 6:30 p. m. The HR meeting will be held on February 15, 2023 at 6 p.m. There will be a Planning Commission meeting on February 22, 2023 at 6:30 p.m. There will be a Community Committee Meeting on February 25, 2023 at 12:30 p.m. The Village Work Session Meeting will be held on Monday February 27, 2023 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

Clerk S. West stated that the meeting calendar for the year had the wrong year on the heading. She stated it should be 2023 instead of 2022.

The Village Office will be closed on February 20, 2023 in observance of President's Day.

OLD BUSINESS:

A. ARPA funds:

President R. Sikkenga asked the council to get pricing and quotes for the items on the list so a report could be generated. Trustee J. Semelbauer asked the council if they would rather have a double or single sided marquee board.

B. Park Grant:

President R. Sikkenga informed the council that we are still waiting to hear if we received the grant. Trustee J. Semelbauer suggested that, if the Village is chosen for the grant, a new pavilion should not be by the lake due to possible garbage in the lake and on the beach.

C. Garbage Bids:

President R. Sikkenga informed the council that Republic has requested a copy of the other bids that the Village received. The council discussed the bids and the companies that sent in bids. President R. Sikkenga stated he would reach out to the companies that bid for the questions the council needed answered. He also stated he could invite these companies to the next monthly meeting.

D. Zoning Ordinance Draft:

President R. Sikkenga stated that he was still reviewing the draft. He also stated he hopes the rest of the council is working on reviewing it. Trustee J. Semelbauer stated he was questioning the height of fences.

E. Other:

None

NEW BUSINESS:

A. Fireworks Contract:

President R. Sikkenga informed the council that a motion was needed to accept the fireworks contract.

Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to accept the three (3) year contract through Wolverine with the dates of July 1, 2023, July 7, 2024 and July 6, 2025. 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. Garbage Pick-ups:

Trustee T. Verhoeven stated that there were many residents complaining that their garbage was not getting picked up on a weekly basis.

C. Village of Lakewood Club Attorney:

President R. Sikkenga stated that he would get a RFQ (Request for Quote) ready to send out to a few different Attorneys that were mentioned during the work session meeting.

D. Health Insurance:

President R. Sikkenga informed the council that this is on the agenda for Human Resources.

E. Email Accounts:

President R. Sikkenga stated that Clerk S. West would call Shumaker Technology to see if they offer email accounts. He also stated Clerk S. West would call Tracy Demarse from Dalton Township to get information on their email server.

F. New well needed at DPW:

President R. Sikkenga asked Street Administrator Larry Gray if this was an immediate need or if it could wait until the new budget in March. Street Administrator Larry Gray asked the council if he could get the permit from the Health Department. Clerk S. West stated that she would contact Cal Meeusen to see if the ARPA Fund could be used on a new well.

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to allocate two hundred seventy-five dollars (\$275.00) for a Health Department permit for a new well at the DPW. 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. Budget Amendment:

Clerk S. West stated that there would be a budget amendment ready for the next monthly meeting. All Council members received a Revenue and Expenditure Report for their review.

H. MAMC Institute:

President R. Sikkenga informed the council that this is training for Clerk S. West. Clerk S. West stated that the cost for this class would be six hundred fifty dollars (\$650.00). Clerk S. West stated that the hotel room starts at ninety-six dollars a night (\$96.00) for the week of March 19-24, 2023.

Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to allow Clerk S. West to go to the MAMC training the week of March 19-24, 2023 but not to exceed seventeen hundred dollars (\$1,700.00). 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.**

I. Other:

None

GOOD AND WELFARE:

Trustee D. Houtteman stated that she thought Alan Styles is very valuable and that he steps above and beyond. She thanked Alan for everything he does and how well he handles everything.

PUBLIC COMMENT:

- Pat Wiggers, 913 W. Hawthorne, stated that she attended the Ordinance Review Committee meeting and wanted to thank the board for allowing Greg Balcom to be a member of the Ordinance Review Committee because she thought he was very helpful. She stated that there was much discussion and that Greg had much input during this meeting. She also stated that she attended the Planning Commission Meeting and that she thought that meeting was a very good meeting as well. She also asked if she could get a copy of the next ordinances that are going to be reviewed because they are not on the Village website.

- Suzanne Baldwin, 6260 Wild Rose Way, stated that she felt the last Ordinance review meeting went very well. She stated that she thought the input from members of this committee was invaluable and that she is hoping things may go more quickly with the next ordinances.

Adjourn: Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to adjourn the January 23, 2023 regular meeting at 8:26 p.m.

Respectfully Submitted,

Susan West, Clerk