

Village of Lakewood Club
Meeting Minutes for
April 24, 2023
www.villageoflakewoodclub.org

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

PLEDGE OF ALLEGIANCE:

ROLL CALL: President Robert Sikkenga, Trustees Debbie Houtteman, Mark Spencer, Tammy Verhoeven, Sarah Swanson, Rusty Morningstar, Jared Semelbauer, Clerk Susan West, Treasurer Hannah Swanson and Street Administrator Larry Gray.

ACCEPT OR AMEND AGENDA:

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer to approve the April 24, 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:

None.

WORK SESSION MINUTES:

Motion by Trustee D. Houtteman, second from Trustee T. Verhoeven to approve the Work Session Minutes for March 27, 2023 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 R. Morningstar, second from Trustee J. Semelbauer to approve the Regular Meeting Minutes for March 27, 2023 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:

- Treasurer Hannah Swanson informed the council that she had contacted the Vice President of the Municipalities Group about direct deposits and CD's. She informed the council that there is a copy of the email in their packets.
- Clerk S. West informed the council that Deputy Clerk Cheryl Edsall received a quote from another auditor, Brickley DeLong. She stated the cost for 2023 would be \$4,220.00 and for 2024 would be \$11,740.00. She also stated that our current Auditor is already in the process of auditing.

- Clerk S. West informed the council that Blue Lake Township sent a notice of a Public Hearing for a proposed ORV Ordinance, taking place on May 11, 2023 at 6:30p.m. at Blue Lake Township Hall.
- Clerk S. West informed the council that Mary Kilmer wrote a letter to go to all the residents around the lake asking for their help identifying dead or dying trees, within twenty-five (25) feet of the walkway. She read the letter to the council. She asked the council if they approve of this letter going out. The council approved.
- Clerk S. West informed the council that the Michigan Spark grant program scores were available from the first round of applications. She also informed the council that the final round to apply will open on May 1st and closes on June 26th, 2023 at 11:59 p.m.
- President R. Sikkenga informed the council that he had correspondence from a resident stating that the dust on the road is now worse, after the work that had been done a few years back.

TREASURER'S REPORT:

Motion by Trustee J. Semelbauer, second from Trustee T. Verhoeven to place the April 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 check that was written to Whitehall Schools. Deputy Clerk Cheryl Edsall stated that it was their portion from the sale of property that was sold in the Village.

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to accept the finance report and pay the bills for the month of April 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 informed the council that they met on April 8, 2023. She stated they discussed what attractions they could bring in for the July fourth festivities.

Lake:

None

Liquor Inspections: Two inspections were made. The Nite Spot has been sold and is now closed.

Ordinance Enforcer:

Ordinance Enforcer G. Balcom submitted a report for the councils review for the month of April 2023.

Trustee D. Houtteman asked if the resident on Automobile, that has the burned garage, is against any ordinance. She stated that it looked bad being on a main street.

Ordinance Review Committee:

Chairman J. Semelbauer stated that during the work session meeting, Secretary S. West went over the changes on the four (4) ordinances that the Committee would like to change. He stated that the committee was looking for the councils' approval of the changes.

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to send the four ordinances, with the changes stated during the Work Session Meeting, to the Attorney for his review. 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 and Permits are on file for review.

Park:

Park Administrator Larry Gray informed the council that the dock repair is completed, but still needs railing. He also stated that the bathrooms are now open.

Streets and Maintenance:

Street Administrator L. Gray informed the council that he has been working on filling the holes that hold mud puddles.

Planning Commission:

Planning Commission Liaison J. Semelbauer informed the council that the Planning Commission has finished chapter six (6) of the Master Plan Review, and hoping to finish chapter's seven (7) and eight (8) in May and chapter nine (9) in June 2023.

Human Resource Committee:

HR Chairman R. Morningstar informed the council that they met on April 5, 2023. He stated that Randy Lemoine brought them information regarding an RFQ for an Attorney. He stated that they are exploring options with the loss of Employee two (2). He stated that they also discussed a couple sections of the handbook that needed reviewed. He stated they also met on April 20, 2023 with the DPW Supervisor to discuss the revision of the DPW position to make it more efficient with one person. He informed the council that they will be interviewing the three (3) people that applied for the Park Ranger positions, on May 3, 2023. He also stated that they reviewed the contract that the Attorney drew up and the loss of the spring clean-up.

Lots:

None

Set Calendar:

The HR meeting will be held on May 3, 2023 at 6 p.m. and another on May 18, 2023 at 6 p.m. There will be a roadside cleanup on May 3, 2023 at 10:00 a.m. and another on May 11, 2023 at 6:00 p.m. There will be a Community Committee meeting on May 6, 2023 at 2 p.m. There will be an Ordinance Review Committee meeting on May 9, 2023 at 6:30 p.m. The Planning Commission will hold a meeting on May 17, 2023 at 6:30 p.m. The Village Work Session Meeting will be held on Monday May 22, 2023 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. ARPA funds:

Trustee M. Spencer stated the they should revisit getting a new pick-up truck for the DPW. Trustee D. Houtteman asked the council if they should call a Special Meeting to discuss and make a decision for this money. The council discussed having a special meeting to decide on what the ARPA funds should be used on.

B. Park Rangers:

President R. Sikkenga stated that the interviews for this position will take place on May 3, 2023.

C. Garbage Service/Legal Contract:

President R. Sikkenga informed the council that they have a copy of the contract, with the changes he described at the Work Session Meeting.

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer for President R. Sikkenga to sign the contract, with the changes already discussed, after SWS has agreed and signed the contract. 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.**

D. Senior Millage:

President R. Sikkenga stated that they are going to investigate using this towards the Senior Citizen residents' taxes. He also stated that the Community Committee will continue to work on this after they are done working on the parade festivities.

E. Other:

None

NEW BUSINESS:

A. Police for the Fourth of July:

Motion by Trustee D. Houtteman, second from Trustee S. Swanson to have Clerk S. West contact the Muskegon County Police Department for 2 police officers for police coverage from 7:00 p.m to 12:00a.m. (Midnight) on July 1, 2023, but not to exceed \$1,000.00. 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. Inventory in Basement:

President R. Sikkenga informed the council that a motion was needed to recycle the inventory from the basement.

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to remove the inventory, as described during the work session meeting, from the Village Hall basement, to have it recycled or scrapped. 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.**

C. Ordinances #7, #8 and #42 changes:

President R. Sikkenga stated that this was voted on during the Ordinance Review Committee report.

D. New Well needed at DPW:

Street Administrator informed the council that he is still waiting on the permit.

E. Roadside Clean up:

President R. Sikkenga stated that this was scheduled during set the calendar.

F. Japanese Knotweed:

President R. Sikkenga stated that this was discussed during the work session meeting.

G. Other:

Trustee R. Morningstar asked if the council ever thought about possibly having donations in the surrounding areas of the Village. He stated that the Village fireworks show has been better than Whitehall's fireworks and that the Villages has been getting more and more popular. He also stated that having donations from surrounding communities could make the Villages celebration even better than it is now.

GOOD AND WELFARE:

None

PUBLIC COMMENT:

None

Adjourn: Motion by Trustee S. Swanson, second from Trustee R. Morningstar to adjourn the April 24, 2023 regular meeting at 8:06 p.m.

Respectfully Submitted,

Susan West, Clerk