

Village of Lakewood Club
Meeting Minutes for
August 28, 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 D. Houtteman, second from Trustee M. Spencer to approve the August 28, 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 M. Spencer, second from Trustee T. Verhoeven to approve the Work Session Minutes for July 24, 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 July 24, 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:

- Clerk S. West informed the council that one of the Park Rangers had informed her that all the grills at the park need to be replaced due to them being rusted out.
- Clerk S. West informed the council that she received an email from Muskegon County Solid Waste, regarding the 2024 Tire Recycling Event. She stated that if our Municipality has interest in having a tire recycling event during the calendar year of 2024, that she would need to respond to this email by September 8, 2023.

- Clerk S. West informed the council that BHS insurance had contacted her wanting us to know there are other options out there for insurance besides MML, if they were interested in looking into other options.
- Clerk S. West informed the council that Montague Township will be having a Public Hearing on a proposed off road vehicle ordinance on September 12, 2023 at 7pm.
- Clerk S. West informed the council that the Michigan Municipal Leagues Annual Meeting is scheduled for October 18-20, 2023 in Traverse City.
- President R. Sikkenga informed the council that he received correspondence from resident Mr. McCabe that he suggested that Deb resign because she sold private property.

TREASURER'S REPORT:

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to place the August 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:

Motion by Trustee J. Semelbauer, second from Trustee T. Verhoeven to accept the finance report and pay the bills for the month of August 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:

None

Lake:

Clerk S. West stated that there are webinars for training and outreach for knowing your septic system and understanding harmful algal blooms and safe drinking water. She stated that if there was anyone interested that she would forward the information to them.

Liquor Inspections:

Clerk S. West informed the council that two (2) were made.

Ordinance Enforcer:

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

Ordinance Review Committee:

Ordinance Review Committee Chairman J. Semelbauer informed the council that the Village Attorney attended the last meeting and that he has four (4) ordinances that he will be working on. The council discussed whether the meetings should be put on hold for now and use an outside source to write/review the Village Ordinances.

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 stated that the Park Rangers have been keeping the park clean. He stated that the grills need to be replaced. He also informed the council that the bathroom walls are starting to crack between the joints and that water from the sprinklers is seeping through.

Streets and Maintenance:

Street Administrator Larry Gray informed the council that he is trying to keep the roads graded and smooth. He asked the council if they were going to vote on the three (3) bids for Madison, Beverly and Englewood or are they not going to do it. The council discussed and decided to have L. Gray get new quotes and to see if the companies could still fit it in for this year.

Planning Commission:

Liaison J. Semelbauer informed the council that the Planning Commission reviewed a Commercial Site Plan for 186 W. Kenwood. He stated that they had to put it on hold for now but that the owner would like to be able to move forward with part of it and he asked for the owner to come to the podium to explain to the council. Owner Jerry Root informed the council that there was lack of the information on the site plan drawings. He informed the council that he should be getting the information he needs by Wednesday and stated he did not want to wait until the end of next month for the next Planning Commission scheduled meeting. He stated that he would like to ask for the Planning Commission to meet sooner. The council discussed supporting the Planning Commission's decision on the site plan and agreed to support the Planning Commission's decision. Chairman Elizabeth Lemoine informed the council that she and Suzanne Baldwin attended a meeting with Tom Vanbruggen to update the Village Master Plan maps and demographics.

Human Resource Committee:

President R. Sikkenga informed the council that they had a meeting on August 9, 2023. He stated that they discussed the Projects that Jordan has been working on. He asked Trustee T. Verhoeven is she would be interested in being the Chairperson for this Committee due to Trustee R. Morningstar not being able to attend all the meetings.

Lots:

None

Set Calendar:

The HR meeting will be held on September 13, 2023 at 6 p.m. The Community Committee will hold a meeting on September 16, 2023 at 2 p.m. The Planning Commission will hold a meeting on September 20, 2023 at 6:30 p.m. The Village Work Session Meeting will be held on Monday September 25, 2023 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

THE OFFICE WILL BE CLOSED ON SEPTEMBER 4, 2023 FOR LABOR DAY

OLD BUSINESS:

A. ARPA funds:

President R. Sikkenga informed the council that he would put a spreadsheet together with the numbers that he has. The council discussed the monitors and the safe room doors for the Clerks and Treasurers offices.

B. Zoning Ordinance Draft:

President R. Sikkenga asked the council if they were ready to approve the Zoning Ordinance Draft.

Motion by Trustee D. Houtteman, second from Trustee T. Verhoeven to approve the Zoning Ordinance Draft. 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. Senior Millage:

Trustee M. Spencer stated that he thought the handicap Porta Jon sounded like a good idea. Trustee T. Verhoeven stated that she agreed.

Motion by Trustee M. Spencer, second from Trustee S. Swanson to use the Senior Millage Fund for an ADA Compliant Porta Jon, two (2) ADA compliant grills, two (2) regular grills and an ADA bench for the Village Park and to use any leftover for senior's yard clean up or to Agewell Services. 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. New Well at DPW:

Street Administrator Larry Gray informed the council that he would get new quotes.

E. Other:

None

NEW BUSINESS:

A. Ordinance Review Meetings:

President R. Sikkenga asked the council if they wanted to postpone the meetings for now. The council discussed and decided to postpone these meetings for now.

B. General Fund Balance:

President R. Sikkenga asked the council if they wanted him to get information on getting CD's.

C. Other:

None

GOOD AND WELFARE:

None

PUBLIC COMMENT:

None

Adjourn: Motion by Trustee S. Swanson, second from Trustee M. Spencer to adjourn the August 28, 2023 regular meeting at 8:06 p.m.

Respectfully Submitted,

Susan West, Clerk