

Village of Lakewood Club
Meeting Minutes for
November 27, 2023
www.villageoflakewoodclub.org

CALL TO ORDER: Meeting called to order by President R. Sikkenga at 7:02 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 M. Spencer, second from Trustee D. Houtteman to approve the November 27, 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:

- Jack Witham, 6240 Beverly Way, stated that he has a problem with the requirements or codes on decking. He stated he has a very big problem with seeing people not doing anything to his neighbor collecting garbage, scrap, and throwing garbage on his porch and it stays there. He stated he has been here for ten (10) years and prior to him his mother was here for thirty-five (35) years it has been constantly getting worse. He stated that the foundation codes for decking is ridiculous and that he doesn't think they need to be 42 inches.

DPW PERSONNEL CLOSED SESSION:

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to go into closed session pursuant MCL 15.268 (1)(a) to consider a personnel evaluation of a Village Employee. Roll call vote: Trustee M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

Motion by Trustee T. Verhoeven, second from S. Swanson to adjourn the closed Session at 7:29 p.m. Roll call Vote: Trustee T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, and President R. Sikkenga-**Aye**. Ayes:7, Nays: 0. **Motion Carried.**

WORK SESSION MINUTES:

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven to approve the Work Session Minutes for October 23, 2023 as submitted by Clerk West. Roll call vote: Trustee S. Swanson-**Aye**, R Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**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 J. Semelbauer to approve the Regular Meeting Minutes for October 23, 2023 as submitted by Clerk West. Roll call vote: Trustee R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

SPECIAL MEETING MINUTES:

Motion by Trustee M. Spencer, second from Trustee T. Verhoeven to approve the Special Meeting Minutes for November 13, 2023 as submitted by Clerk West. Roll call vote: Trustee J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

CORRESPONDENCE:

None

TREASURER'S REPORT:

Motion by Trustee J. Semelbauer, second from Trustee R. Morningstar to place the November 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 M. Spencer to accept the finance report and pay the bills for the month of November 2023. Roll call vote: Trustee M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

COMMITTEE REPORTS:

Community Committee:

Trustee T. Verhoeven stated that there was a Special Meeting on November 13, 2023 to fund the Christmas tree lighting ceremony event. She informed the council that they found someone to play Santa and that they had a Santa suit and Mrs. Clause outfit donated to them.

Lake:

None

Liquor Inspections:

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

Ordinance Enforcer:

Ordinance Enforcer Greg Balcom informed the council that he met with Sawyer and that there is a plan established for when the violations continue to escalate. He stated that there were five (5) citations issued at the end of October but that none of the fines have been paid for yet. He stated that in the next week or two (2) that he would be working on the second set of citations issued for the larger problems.

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 leaves on the front side of the park are cleaned up but not in the back part of it.

Streets and Maintenance:

Street Administrator Larry Gray informed the council that he is trying to keep up on the roads.

Planning Commission:

Planning Commission Chairman Elizabeth Lemoine attended the Work Session Meeting to give her report during Other on the Work Session Agenda. President R. Sikkenga informed the council that the Planning Commission is just finishing up with the Master Plan and that they are getting ready to start to the Parks and Recreation Plan.

Human Resource Committee:

Human Resource Chairman T. Verhoeven informed the council that there was no meeting during the last month.

Lots:

None

Set Calendar:

The Community Committee will hold a tree lighting ceremony on December 2, 2023 at 7 p.m. at the Village Hall. The Planning Commission will hold a meeting on December 13, 2023 at 6:30 p.m. The Village Work Session Meeting will be held on Monday December 18, 2023 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

*** Please take notice that the December Village Meeting is on the third Monday this month due to Christmas and the Planning Commission meeting is also one week earlier. ***

THE OFFICE WIL BE CLOSED December 25, 2023 through January 1, 2024.

OLD BUSINESS:

A. ARPA funds:

President R. Sikkenga stated that this was discussed during the Work Session Meeting.

B. Senior Millage:

President R. Sikkenga informed the council that the Senior Millage runs from October 1, 2023 through September 30, 2024. He stated that the Community Committee needs to come up with a plan for this year's Senior Millage.

C. New Well at DPW:

President R. Sikkenga informed the council that we are still waiting to hear on a start date.

D. General Fund Balance/CD's:

President R. Sikkenga thanked Hannah and Sue for getting the CD's taken care of.

E. Rules of Procedure for Meetings:

President R. Sikkenga informed the council that he was looking for a motion to adopt the Rules of Procedure.

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to adopt the Village Council Rules of Procedure with the adoption date of November 27, 2023. Roll call vote: Trustee T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

F. Other:

None

NEW BUSINESS:

A. Possible part time help:

President R. Sikkenga informed the council that this would be to help Park/Street Administrator Larry Gray. He informed the council that the current part-time employee can only work one or two days a week due to him being a stay-at-home Dad and that he has not been able to work for the last couple weeks. He stated that Larry could use another person to help with tree trimming and picking up the leaves on the back side of the Park. Trustee D. Houtteman stated that the first thing he could help with is putting up the Christmas decorations.

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer to hire another part-time helper to help Larry with leaves, trees, Christmas lights and any other things that arise. Roll call vote: Trustee S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

B. Garbage Service:

President R. Sikkenga informed the council that he would reach out to SWS to see if they have a thought on what would be able to help.

C. Tornado Siren:

Street Administrator informed the council that he would check into having someone come out to check the siren.

D. Budget Amendments:

Clerk S. West asked the council for Budget Amendments for the following accounts: General Fund Department 266 Attorney/Corporate Counsel 101-266-801.000 Attorney \$3,000.00. Account to cover this Amendment: Department 101 Governing Body 101-101-910.000 Insurance and Bonds \$3,000.00. General Fund Department 371 Inspection Dept/Inspector 101-371-801.000 Building Robert Tufts \$4,000.00. Account to cover this Amendments: Department 101 Governing Body 101-101-910.000 Insurance and Bonds \$4,000.00.

Motion by Trustee J. Semelbauer, second from Trustee M. Spencer to accept the budget amendments as stated by Clerk S. West. Roll call vote: Trustee R. Morningstar-**Aye**, J. Semelbauer-**Aye**, D. Houtteman-**Aye**, M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 7, Nays: 0. **Motion Carried.**

E. Ordinance Codification:

President R. Sikkenga stated that this should be investigated before they make their decision. The council discussed the letter from the Village Attorney and decided they would like to have quotes from other companies.

F. Other:

Deputy Clerk C. Edsall informed the council that she had received a quote from Spectrum to possibly change from Frontier to Spectrum but that she needed to see if there was a contract with Frontier. She informed the council that the cost would be about \$150.00 less a month for both buildings. She also informed the council that they could check into having Steve Nash possibly help plow when needed.

GOOD AND WELFARE:

None

PUBLIC COMMENT:

- Kevin McCabe, 69 W. Linden, stated that he strongly objects to the use of the Senior Millage funds and how do Seniors get benefits out of a port-a-potty. He also stated that he was pretty excited about our maximum occupancy signs but asked if the number of eighty-six was drawn out of a hat.

Adjourn: Motion by Trustee S. Swanson, second from Trustee R. Morningstar to adjourn the November 27, 2023 regular meeting at 8:10 p.m.

Respectfully Submitted,

Susan West, Clerk