

Village of Lakewood Club
Meeting Minutes for
March 25, 2024

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, 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 T. Verhoeven to approve the March 25, 2024 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 R. Morningstar, second from Trustee T. Verhoeven to approve the Work Session Minutes for February 26, 2024 as submitted by Clerk West. 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.**

MINUTES OF THE PREVIOUS MEETING:

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to approve the Regular Meeting Minutes for February 26, 2024 as submitted by Clerk West. 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.**

BUDGET WORK SESSION MINUTES:

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to approve the Regular Meeting Minutes for March 05, 2024 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.**

CORRESPONDENCE:

- Clerk S. West informed the council that she received an email from a resident asking if the Village could take action to stop the spread of the invasive Bristly Locust trees that have taken over the corner of West Englewood and Beverly from the bordering woods owned by the Village.
- Clerk S. West informed the council that she received an email from an anonymous resident about Ordinances 101-103 stating that they were not properly drafted and are decades overdue. She read the email to the council.
- President R. Sikkenga informed the council that he received an email from an anonymous resident with concern about the streets seemingly are becoming wider with every snowplowing, not only snow being piled up but also the underlying dirt. It seems every intersection has snow and dirt pushed excessively. There is a ridge near the center of the road on Linden near Wildrose that is more acute.
- T. Verhoeven informed the council that someone had posted pictures on facebook that the dock is broken.

TREASURER'S REPORT:

Motion by Trustee D. Houtteman, second from Trustee R. Morningstar to place the March 2024 Treasurers report on file as submitted by Treasurer H. Swanson. 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.**

FINANCE REPORT:

- R. Morningstar asked what Tank and Barrel was. Clerk S. West informed him that it was for the ADA compliant Portable Restroom.
- J. Semelbauer asked if the well at the DPW was complete. Street Administrator informed him that it was complete.

Motion by Trustee J. Semelbauer, second from Trustee T. Verhoeven to accept the finance report and pay the bills for the month of March 2024. 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.**

COMMITTEE REPORTS:

Community Committee:

T. Verhoeven informed the council that they had a meeting on March 9, 2024 that Ed Ward attended to see if he could get help with cleaning up the grounds of the Civic Builders property. The building was broken into this past winter and vandalized. M. Spencer informed the council that Ed Ward suggested the Village buys the Civic Builders. T. Verhoeven stated that they also talked about the Senior Millage possible uses.

Lake:

None

Liquor Inspections:

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

Ordinance Enforcer:

Clerk S. West informed the council that Ordinance Enforcer Greg Balcom was unable to attend tonight's meeting. She informed the council that the judgement for the Formal Hearing for the Linden address was that they had seven (7) days to clean up their property or the Village could hire a company to do it at the owner's expense. The time has expired and wanted to know who they wanted to do the cleanup.

Building Inspections and Permits:

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

Park:

None

Streets and Maintenance:

Street Administrator Larry Gray informed the council that they are a little rough right now but will be starting to work on them.

Planning Commission:

Clerk S. West informed the council that they had meeting minutes in their packets along with a notice of request for them to deliberate on the feasibility of an alternate truck route through section six (6) and to decide if further planning should proceed. She also informed the council that they all have a copy of the draft Master Plan for their review.

Human Resource Committee:

Human Resource Chairman T. Verhoeven informed the council that they met on March 12, 2024 to discuss the rising cost of the health insurance and that they recommend splitting the cost of the increase between the Village and the Employee. They also discussed moving forward with hiring a new employee and that they have two (2) candidates that they would recommend for them to consider hiring one of. President R. Sikkenga informed the council that they could not give names due to both candidates' currently being employed and did not want to get either candidate fired due to them job seeking. He stated that they would need to make a motion for them to start negotiations between the two (2) candidates.

Motion by Trustee R. Morningstar, second from Trustee T. Verhoeven to move forward on negotiations with both candidates. Roll call vote: Trustee M. Spencer-**Aye**, T. Verhoeven-**Aye**, S. Swanson-**Aye**, R. Morningstar-**Aye**, J. Semelbauer-**Abstain**, D. Houtteman-**Aye**, and President R. Sikkenga-**Aye**. Ayes: 6, Nays: 0 Abstain: 1. **Motion Carried.**

Lots:

Clerk S. West informed the council that she sent them all an email with the information for them to review concerning someone wanting to buy vacant land that is owned by the Village. She stated that options 1, 2, 3 and 4 were all section 6, options 5 and 6 meeting minutes from the lots committee on this vacant land was sent with the email, option 7 is only 7 lots which means it is not a buildable site, option 8 has 2 building sites which is the property that sits between Madison and Calumet on the corner of Beverly.

Set Calendar:

The Community Committee will hold a meeting on April 6, 2024 at 2:00 p.m. The Human Resource Committee will hold a meeting on April 16, 2024 at 6:00p.m. The Planning Commission, ZBA and Council will hold a meeting on April 17, 2024 at 6:30 p.m. The Village Work Session Meeting will be held on Monday April 22, 2024 at 6:00 p.m. and the Village Regular Meeting will follow at 7:00 p.m.

OLD BUSINESS:

A. Garbage Service:

Clerk S. West informed the council that when residents have a large ticket item, they can call SWS directly to have the items picked up for an extra fee and that they take debit cards over the phone for payment. The curbside pickup is scheduled for May 18, 2024.

B. Senior Millage:

President R. Sikkenga informed the council that the Community Committee is working on this.

C. New Well at DPW:

Street Administrator Larry Gray informed the council that the new well is complete.

D. Performance Improvement Plan:

E. Joint Annual Meeting/ZBA Members:

President R. Sikkenga informed the council that the meeting is set for April 17, 2024 at 6:30 p.m. Clerk S. West informed the council that Wendy Bloem would like to replace her husband on the Zoning Board of Appeals and that Suzanne Baldwin would be the alternate person if Elizabeth Lemoine could not make a meeting, which leaves an open seat on the ZBA that must be an odd number of members.

F. Ordinance Codification:

Clerk S. West informed the council that she forwarded an email to them from American Legal Publishing and one from Civicsplus for them to review.

G. Other:

None

NEW BUSINESS:

A. Park Rangers:

President R. Sikkenga informed the council that they should get started on hiring Park Rangers so they can start in May. Clerk S. West informed the council that she was asked to run an add in the paper for Park Rangers Employment and wanted to know what paper they wanted it to go in.

Motion by Trustee D. Houtteman, second from Trustee J. Semelbauer to run an ad in the paper for Park Rangers but not to exceed \$300.00. 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.**

B. Generator Maintenance:

President R. Sikkenga informed the council that during the last meeting there was not a motion made to go ahead with the generator maintenance program and asked if they wanted to go ahead with this. The council discussed and asked Clerk S. West to find out how long the warrantee lasts on them.

C. Budget Amendment:

Clerk S. West asked the council for a Budget Amendment for the following accounts: Local Road Fund Department 478 Winter Maintenance 203-478-704.000 Fringe Benefits \$2,266.99. Account to cover this Amendment: Department 449 Summer Maintenance 203-449-970.000 Capital Outlay \$2,266.99.

Motion by Trustee R. Morningstar, second from Trustee J. Semelbauer to accept the budget amendment as stated by Clerk S. 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.**

D. Priority Health Renewal Rates:

President R. Sikkenga informed the council that there was a recommendation from HR to split the increase 50/50 between the Village and the employee. The council discussed the amount of the increase that this would put on the employee per paycheck.

Motion by Trustee M. Spencer, second from Trustee J. Semelbauer to split the increase of the renewal rate 50/50 with the employee. 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. Approve the 2024-25 Budget:

Motion by Trustee T. Verhoeven, second from Trustee J. Semelbauer to approve and adopt the 2024-2025 budget. 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.**

F. Other:

None

GOOD AND WELFARE:

None

PUBLIC COMMENT:

None

Adjourn: Motion by Trustee S. Swanson, second from Trustee T. Verhoeven to adjourn the March 25, 2024 regular meeting at 8:41 p.m.

Respectfully Submitted,

Susan West, Clerk