

Village of Bear Lake Council

REGULAR MEETING

November 15, 2017

Bear Lake Village Hall

Approved Minutes with correction, cmc 12/14/17

The regular meeting of the Bear Lake Village Council was called to order by President Jeff Bair at 7:04 p.m. at the Village Hall. Pledge of Allegiance was said.

Present: President: Jeff Bair **Council:** Peggy Bass, Marla Evans, Jackie Johnson, Greg McPherson and Ron Ronning

Treasurer: Sally King, **Clerk:** Cindi McPherson, **Staff:** Jared Bair and Larry Gibson

Absent: None

Guests: Three (3) guests signed in

Motion to Adopt the Agenda as presented by Ronning and seconded by McPherson, motion carried.

Ayes: Bass, Evans, Johnson, G. McPherson, Ronning, Bair

Nays: none

Absent: None

Public Comment:

- None

Special recognition: Clerk announced Larry (Blight Enforcement Office) and wife, Sally Gibson from CERT were given "Volunteer of the Year" award by **Michigan Emergency Management Association (MEMA) at the** Manistee County Board of Commissions.

Correspondence: Read by clerk:

- None

REPORTS:

Variety Store update: Pauline Jaquish reported demolition on the blue house will begin on November 27, followed by the Variety building. The name of the company is Pitsch out of Grand Rapids, MI. It should take no more than 3 weeks to complete. The road commission will use flag people and one lane closure during that time. Cost is estimated to be no more than \$78K. Blight Fund will contribute funds but will reserve some funds for any later projects;

Approval of October 18, 2017 Regular Meeting:

- **Motion to approve minutes from September 20, 2017 Regular Meeting by Bass, seconded by Ronning. Motion Carried.**

Aye: Bass, Evans, McPherson, Ronning, Bair

Nay: None

Abstain: Johnson

Absent: None

- **Maintenance Report:** Reviewed by Jared Bair. Written report on file with November 2017 minutes

- **Treasurer's Report:** Reviewed by King. Written report on file in the November 2017 minutes binder.

General checking/savings total

59,500.13

Water checking only	44,020.62
Money Market Checking	10,073.59
Park checking/savings total	15,117.36
Park CD#2	33,065.98
Major Street checking/savings total	29,525.24
Minor Street checking/savings total	9,675.73
Equipment Fund checking/savings total	3,059.67
Honor Bank CD	1,029.93

Note: Decrease in Honor Bank is due to purchase of plow truck. The amount of \$14K will be replaced when grant money is received.

Motion to accept the Treasurer’s Report as read by McPherson seconded by Ronning, motion carried.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 Nay: none
 Absent: None

- Amendments to Budget 2017-2018

- **A motion was made to approve amendments as listed below to the 2017-2018 budget by Ronning, seconded by McPherson. Motion carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 Nays: None
 Absent: None

Amendments:

Park increase by \$1356 to \$6000 Repair/Maint to \$6000.00

Minor Increase by \$450.00 to \$1200.00 Repair/Maint Summer to
 Decrease Insurance by \$450 to \$1090.00

Bills to be paid presented by Clerk. List on file in November 2017 minutes folder.

Discussion on what the Water Superintendent does besides MISS DIG flags. Expense bills from Gary McBride’s education class & training. Village paid for classes & membership. Review of travel expense Gary McBride by President Bair.

Discussion with Jared regarding water classes & when he’ll be done. Also, documenting McBride’s water system knowledge.

Motion to pay the bills by Ronning, seconded by Bass. Motion carried.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 Nay: none
 Absent: None

Reimbursements to the General Fund were read by President Bair.

- Wages to General Fund: \$2,236.00
- Equipment Rental to General Fund: \$456.48

Committee Chair Reports:

Park:

- **Park Report** by Park Manager, Jeff Bair on file in November 2017 folder.
- Doug & Rose will be park hosts for 2018.
- Evans and Clerk McPherson will work on camper welcome information packets

- There is a \$35 check return policy, one check was returned. Asking for cash or cashier's check from them.
- **Motion to change Park Fund to Park & Recreation Fund by Bass, seconded by Johnson. Motion Carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair

Nay: None

Absent: None

Streets, Trees, Signs, Lights, Sidewalks:

- Most sidewalks will be replaced when water/well project begins. Committee will review streets not affected by project.
- Guest Donna Simo asked if "No Parking" signs could be replaced on Cody & Lynn Street area. Signs will be replaced.
- North west corner of Smith & Cody St. needs brush cleared.
- Discussion on snow removal on the downtown sidewalks. President Bair & Clerk McPherson will talk with store owners regarding use of private plow drivers and where the snow will be put. US-31 is cleared by Manistee County. Clerk McPherson to get business owners together for their thoughts.

Water:

- Clerk McPherson reported the Prohibition of Wells Ordinance was approved at the September 2015 regular village meeting but never put in the newspaper for public knowledge. It has been sent to the village attorney for review & instructions on the next step.
- President Bair gave an update on the Water Well project, it is near the end, need to finish the paperwork before the project actually begins. Test wells could happen by the end of 2017 depending on weather.
- Treasurer King reported a needed for a replacement on the Water Review Committee. Best would be a business person, building owner or business owner.

Buildings, Grounds & Equipment:

- Revenue Share announcement December 11, 2017 for additional money for the plow truck.
- No money has been received from USDA at this time on the DPW building.

Blight/CABA:

CABA: No report.

BLIGHT: Blight Officer report on file in the November Minutes folder. Report on posted properties, meeting with Manistee County Magistrate and future plans to continue with.

Planning Commission: Chairperson Barb Farfsing emailed a report on Planning Commissions October meeting, read by clerk. Report on file in November minute folder. We are continuing to review the traditional zoning ordinances, form based codes and a new one, smart codes. We want to make sure the codes used will be the right fit for Bear Lake into the future and master plan. This can be a combination of codes.

Manistee County Trail Committee Report: McPherson reported no meeting. McPherson stated next meeting is December 11, 2017.

Bear Lake Improvement Board: McPherson report no meeting. Next meeting will be December 14, 2017 at 7pm at Bear Lake Township.

Two Lakes Sewer Collaborative: McPherson reported no meeting, it was cancelled. Next meeting is December 6, 2017.

Ad Hoc – Policy, Resolution & Ordinance Committee – No report Looking for a volunteer student to help out with policy, ordinance & resolution books.

OLD BUSINESS

Budget Schedule: Clerk reminded Committee heads to look at their current budget & potential items to include in 2018 budget.

NEW BUSINESS

- Maintenance employee compensation and title change.
 - **After discussion and changes to last year’s compensations a Motion to change the title of Maintenance Supervisor to Maintenance/Water Manager and 2018 compensation with additions & corrections by Bass, seconded by Evans. Motion Carried.**
 - Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 - Nay: None
 - Absent: None
- Earned Time Off Policy for full time employees – Tabled until December 2017 meeting
- **Motion to approve Bear Lake Township Water Service Franchise Ordinance by Ronning, seconded by McPherson. Motion Carried.**
 - Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 - Nay: None
 - Absent: None
- **Motion to change the DPW Maintenance Building repayment account name to DPW Building Repayment & water project Land Purchase & increase budgeted amount to \$42,200 by Ronning, seconded by McPherson. Motion Carried.**
 - Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 - Nay: None
 - Absent: None
- **Motion to authorize purchase of land from Bear Lake School when available for the DPW Maintenance building and Water/Well project by McPherson, seconded by Bass. Motion Carried.**
 - Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 - Nay: None
 - Absent: None
- **Motion to appoint Marla Evans as a third signer for Honor Bank by McPherson, seconded by Ronning. Motion Carried.**
 - Aye: Bass, Evans, Johnson, McPherson, Ronning, Bair
 - Nay: None
 - Absent: None

Follow up on item from October monthly meeting.

None

COUNCIL COMMENT:

- To add Commissioner’s Report to the monthly agenda

PUBLIC COMMENT:

Jaquish reported on:

- The large tree that the village decorates each year is on Dr. Harless’ property, Bear Lake Promoters pay for the light bulbs and Mark Thompson puts up the lights each year.
- “Sparkle in the Park”; requested park restrooms are open during Sparkle time and she would like the key to maint. Building for the breaker. Santa will arrive by firetruck in the park. Carriage rides are new. 20 private sites and 30 Sparkle sites.
- Larry Gibson is looking for new CERT Team members. Training class was held on October 20, 2017.

COMING EVENTS

- There will be no Community dinner at Bear Lake United Methodist Church – Thursday 11/16. There will be a Thanksgiving Dinner on Thanksgiving Day.
- Sparkle in the Park starts the Saturday after Thanksgiving.

Meeting adjourned at 9:09p.m.

Respectfully Submitted,
Cindi McPherson, Clerk

REIMBURSEMENTS TO THE GENERAL FUND AND EQUIPMENT FUND:

<u>WAGES</u>	<u>OCTOBER 2017</u>	<u>AMOUNTS</u>
Water Fund	591-000-702	\$1,053.50
Park Fund	531-000-702	\$1,085.50
Major Fund	202-463-702	\$53.00
Minor Fund	203-463-702	<u>\$44.00</u>
TOTAL		\$2,236.00

<u>EQUIPMENT RENTAL</u>	<u>SEPTEMBER 2017</u>	<u>AMOUNTS</u>
Water Fund	591-558-943	\$288.76
Major Fund	202-463-943	\$83.86
Minor Fund	203-463-943	<u>\$83.86</u>
TOTAL		\$456.48

Bills To Be Paid with addition November, 2017

Fund	Payee	Amount	Account #	Notes
General	OMS Compliance Services INC	133.75	101-265-801	Drug Testing, Alcohol Testing
	The Pioneer Group	197.75	101-265-900	Publish Ordinance 1 of 2017
	Pleasaanton Valley Greenhouse	60.00	101-000-951	3 maple trees
	Mark Thompson Tree & Stump	170.00	101-000-951	October brush pickup
	Young,, Graham, & Wendling PC	<u>200.00</u>	101-265-801	Telephone Retainer - November 2017
		761.50		

Water	Bear Lake Ace Hardware	59.19	591-558-775	
	McBride Septic Systems	325.00	591-558-801	Miss Dig, #2 pumphouse, curb stop, off
	Mead & Hunt	792.00	591-558-801	Eng.Tech, vehicle mileage, etc. OCT '17
	Onekama Township	464.31	591-000-890	Sewer Authority Exp through 8/31/17
	SOS Analytical	290.00	591-558-775	Water testing materials
	Young, Graham, Wendling	<u>520.00</u>	591-558-801	USDA water project
	2,450.50			
Park	Bear Lake Ace Hardware	19.96	531-000-775	
	Manistee Cty Visitors Bureau	225.00	531-000-900	Visitor's Guide Advertising
	MDEQ	120.00	531-000-801	Campground license fee
	Paradigm Electric	505.84	531-000-775	Replace bad GFCI plugs
	West Coast Farm Services	<u>885.00</u>	531-000-775	1/3 cost of tractor tires
	1,755.80			
Major	Bear Lake Ace Hardware	25.58	202-463-782	
	Jeff Bair	11.38	202-463-782	Tarp for dump box of Sterling (aka Pumpkin)
	West Coast Farm Services	442.50	202-463-782	1/3 cost of tractor tires
		<u>442.50</u>	202-463-783	1/3 cost of tractor tires
	921.96			
Minor	West Coast Farm Services	442.50	203-463-782	1/3 cost of tractor tires
		<u>442.50</u>	203-463-783	1/3 cost of tractor tires
	885.00			
Total Bills to be Paid		6,774.76		