

**Village of Bear Lake Council**  
REGULAR MEETING  
February 21, 2018  
Bear Lake Village Hall  
Approved Minutes with corrections, cmc

*The regular meeting of the Bear Lake Village Council was called to order by President Jeff Bair at 7:05 p.m. at the Village Hall. Pledge of Allegiance was said.*

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

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

**Absent:** None

**Guests:** Three (3) guests

**Motion to Adopt the Agenda with additions and correction by Bass and seconded by McPherson,** motion carried.

Ayes: Bass, Evans, Johnson, McPherson, Ronning, Ware, Bair

Nays: none

Absent: None

Correction: Minutes Approval: Regular Meeting should have been January 17, 2018

Additions: Old Business – Revenue Share Grant; New Business: Bank Accounts

**Public Comment:**

- None

**Correspondence: Read by clerk:**

- Clerk read email from Kris Buckner/Bear Lake Days Committee regarding Closing of streets for Bear Lake Days.

**REPORTS:**

**Motion to accept the minutes from January 17, 2018 regular monthly meeting with correction by Bass, seconded by McPherson. Motion Carried.**

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

Nay: None

Absent: None

Abstain: Johnson

Correction: Equipment Rental & Wage Transfer date incorrect, should have read December.

**Motion to accept the minutes from February 7, 2018 2018-2019 Budget Work Session by Bass, seconded by Evans. Motion Carried.**

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

Nay: None

Absent: None

Abstain: Ronning

- **Maintenance Report:** Verbal report was given by Jared Bair, Maintenance Manager.

- **Treasurer's Report:** Reviewed by King. Written report on file in the January 2018 minutes binder.

<b>General</b> checking/savings total	<b>54,545.03</b>
<b>Water</b> checking only	<b>52,832.70</b>
Money Market Checking	<b>10,079.94</b>
<b>Park</b> checking/savings total	<b>19,671.35</b>
<b>Park CD#2</b>	<b>33,065.98</b>
<b>Major Street</b> checking/savings total	<b>25,748.02</b>
<b>Minor Street</b> checking/savings total	<b>4,975.43</b>
<b>Equipment Fund</b> checking/savings total	<b>3,054.90</b>
<b>Honor Bank CD</b>	<b>1,031.01</b>

**Motion to accept the Treasurer's Report as presented by McPherson seconded by Evans, motion carried.**

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

**Amendments to Budget 2017-2018**

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

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

Change: Quick Books training should come out of Water/Contract Services instead of General/Professional Services.

- General Fund-Professional Services-\$9205
- Water Fund-Contract Services-\$2695

**Amendments:**

General	Increase Sidewalks	\$60
	Increase Village Board & President Wages	\$368.67
	Increase Professional Serv	\$1,695.00
	Increase Employer Tax	\$2,853.43
	Increase Utilities	\$1,206.01
	Increase Rep & Maint	\$351.57
	Increase Payroll Exp	\$4.20
	\$6,538.88 from Wages to cover	
Water	Increase Supplies	\$1,116.66
	Increase Prof Serv	\$24.96
	License & Fees	218.75
	Increase Postage	\$50.00
	Increase Print & Publishing	\$217.50
	Increase Utilities	\$1,729.60
	Equip Rental	\$2,464.14
\$5,821.61 from DPW Bldg Repmt		
Park	Increase Salary & Wages	\$108.64

	Increase Professional Service	\$120.00
	Increase Garbage Collection	\$109.26
	Increase Bank Fees	\$10.00
	\$347.90 from DPW Build Repayment (\$312.07) and Refunds (35.83)	
Major	Increase Equip Rental	\$5,514.93
	Increase Repairs & Maint – Winter	\$27.40
	\$5,542.33 from DPW Bldg. Repmt (\$3,600) & Gas & Oil (\$1,942.33)	
Minor	Increase Miscellaneous	\$340.00
	Increase Gas & Oil	\$787.57
	Increase Repairs & Maint-Winter	\$83.28
	Increase Equipment Rental	\$3,190.89
	\$4,401.73 from:	
	\$300.00 from Non-Mortized Motorized	
	\$600 from DPW Bldg Repayment	
	\$74.29 from Repair Outsourced	
	\$153.70 Insurance	
	\$468.76 Wages	
	\$1.88 Audit	
	\$2,803.10 Savings	

**Bills to be paid** presented by Treasurer. List on file in February 2018 minutes folder.

**Motion to pay the bills with change by Johnson, seconded by Ronning. Motion carried.**

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

Change: \$1,695 to Baird, Cotter & Bishop should come out of the Water Fund instead of the General Fund.

**Reimbursements to the General Fund** were read by President Bair.

- Wages to General Fund: \$3,863.29
- Equipment Rental to General Fund: \$7603.79

**Committee Chair Reports:**

**Park:**

- **Park Report** by Park Manager

**Streets, Trees, Signs, Lights, Sidewalks:**

- President Bair stated, Vern Cook requested the village to check all street lights to see what ones are burnt out.. Street Administrator will follow up on this.

**Water:**

- Ken Mlcek from Fleis & VanderBrink reported that the bids for the Water System Project meet construction budget as planned. He recommends a special meeting before next monthly meeting, to award the contracts. Mlcek did not have numbers to share at this time but will send to the clerk.
- Water Ordinance – No report at this time.

**Buildings, Grounds & Equipment:**

- No report on DPW Building

**Blight/CABA:**

**CABA:** No report.

**BLIGHT:** Gibson report that the Manistee County Circuit Court has individuals who need community service hours. Village will look at what can be done to use these individuals.

**County Commissioner Report:** Jaquish reported Manistee County Veterans is housed in the court building in the Planning Department and willing to help veterans in need. Two renewal mileages will be on the August Primary ballot; for the library and 911. There is a new County Commissioner in office, David Kieft. Sheriff Dept. has applied for a new ~~potable~~ **portable** finger printing machine which will be installed in the courthouse. CERT Team is now under Manistee County Emergency Management Team. C.R.A.S.E.

programs are being scheduled in Manistee County communities. The Merit oil leak (on 8 Mile, Chief and Poplar Roads, informal hearing on March 1, 2018 at 4:30pm at The Big Bear Sportsman Club. Green Team Recycling applying for a grant for scrap tires pick-up.

**Planning Commission:** No report, next meeting April 10, 2018 at 5pm, village office.

**Manistee County Trail Committee Report:** Verbal report given by McPherson; New roles for Plan Depart & AES, Trail committee role will stay the same. Trail Segment Development Report; Copemish Trail Grant for Phase 1; connection of trails, DNR full support. Match will be needed for grant. M55 Bridge; no replacement of bridge, will incorporate trail section for 2-way traffic. City of Manistee (Zimmerman Trail Extension) Must start process with USFS now, long process. Recreation Authority: Discussion & set work plan. Fund Development Committee will set a work plan. Marketing & Communication will be working on a logo. RFP Committee has been working with Spicer group on engineering trails. A community forum will be set up in near future. Next meeting March 12, 2018 at the Big Bear Sportsman Club, 6pm.

**Bear Lake Improvement Board:** No report/no meeting. Next meeting scheduled in April.

**Two Lakes Sewer Collaborative:** No meeting/no report. March and Aprils monthly meetings have been cancelled.

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

**OLD BUSINESS:**

- Clerk & Treasurer appointment:

**Motion to have the Appointment of Treasurer and Clerk added to August Ballot by Ronning, seconded by Bass. Motion carried.**

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

Nay: none

- Absent: none

- Mass Gathering follow-up: Clerk McPherson stated she had received the Outdoor Mass Gathering Ordinance from Cleon Township. President Bair, Clerk McPherson & Treasurer King will review. Will make provisions to exclude village & school sponsored events.
- Revenue Sharing Grant:

**Motion to submit applications for Swim and Safety Equipment for Hopkins Park and Road Safety Equipment for Plow Truck by Ronning, seconded by Bass. Motion carried.**

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

Nay: none

Absent: none

**NEW BUSINESS**

- Pat Bently – DPW building, Saw grant and canoe/kayak launch. Did not attend.

**Motion to sign Bear Lake Water Trail Resolution with Bear Lake Township, Pleasanton Township by McPherson, seconded by Evans. Motion carried.**

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

Nay: none

Absent: none

- Need to open bank accounts, disbursement for Saw Grant. AES can not manage finance per DEQ.

**Motion to open bank accounts for disbursement Saw Grant by Bass, seconded by McPherson. Motion carried.**

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

Nay: none

Absent: none

- (DPW) Maintenance Manager wage increase
  - Discussion was held on wage increase for Maint. Mgr.

**Motion to increase Maintenance Manager wages for 2018-2019, \$.50 per hour by McPherson, seconded by Bass. Motion carried.**

Aye: Bass, Evans, Johnson, McPherson, and Ware

Nay: Ronning

Abstain: Bair

Absent: none

- Discussion on adding a holiday premium to hourly wage – tabled until March monthly meeting

- DPW seasonal employee increase & 2018 new minimum wage \$9.25 per hour

- Discussion

**Motion to increase DPW seasonal employee to \$10.00 per hour by Bass, seconded by McPherson. Motion carried.**

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

Nay: none

- Absent: none

**Follow up on item(s) from previous monthly meetings: None**

**COUNCIL COMMENT:**

- None

**PUBLIC COMMENT:** Any village related item, 2-minute maximum. Members of the public will speak ONLY when recognized by the chairperson.

- US-31 in Bear Lake Township along Bear Lake, in front of Health Center will have one lane closed to repair water wash out. Beginning March 19 for approximately 2 months.

**COMING EVENTS**

- No Community dinner at Bear Lake United Methodist Church this week.
- C.R.A.S.E. Event – March 10<sup>th</sup> at 11am at Bear Lake High School

**Meeting adjourned at 8:30p.m.**

Respectfully Submitted,  
Cindi McPherson, Clerk

**REIMBURSEMENTS TO THE GENERAL FUND AND EQUIPMENT FUND:**

<u>WAGES</u>	<u>JANUARY</u>	<u>AMOUNTS</u>
Water Fund	591-000-702	\$1398.00
Water-Treas	591-000-702	\$700.00
Taxes	591-000-702	\$160.50
Park Fund	531-000-702	\$26.00
Taxes	531-000-702	\$1.99
Major Fund	202-463-702	\$754.00
Street Admin	202-463-702	\$0
Taxes	202-463-702	\$57.68
Minor Fund	203-463-702	\$710.75
Street Admin	203-463-702	\$0
Taxes	203-463-702	<u>\$54.37</u>
<b>TOTAL</b>		\$3863.29

<u>EQUIP RENTAL</u>	<u>JANUARY</u>	<u>AMOUNTS</u>
Water Fund	591-558-943	\$1670.40
Major Fund	202-463-943	\$3653.40
Minor Fund	203-463-943	<u>\$2279.99</u>
<b>TOTAL</b>		\$7603.79