

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

May 15, 2019

Approved & corrected cmc

The regular meeting of the Bear Lake Village Council was called to order by President Marla Evans at the Village Hall at 7pm. Pledge of Allegiance was said.

ROLL CALL:

Present: President: Marla Evans **Council:** Rodney Gee, Greg McPherson, Ron Ronning, Andrea Ware & Natalie Ware

Absent: None

Guests: 2 guests signed in

Motion to adopt the Agenda by A. Ware and seconded by N. Ware, motion carried.

Ayes: Gee, McPherson, Ronning, A. Ware, N. Ware & Evans

Nays: None

Abstain: None

Absent: None

PUBLIC COMMENT: None

CORRESPONDENCE: Letter from Margaret Zimmerman regarding the village owned park/pickle ball courts. Resignation of as unofficial "volunteer" of maintaining pickle ball court in the village.

REPORTS:

Motion to accept the regular meeting minutes from April 17, 2019 by McPherson, seconded by A. Ware. Motion Carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

MAINTENANCE REPORT: Report read by T. Evans. Report on file in May 2019 file.

- T. Evans stated he is rescinding his application for the DPW Manager position.

TREASURER'S REPORT: Reviewed by Treasurer. Written report on file in the 2019 Minutes binder.

March 2019 Fund Balances:

General checking total	21,792.50
CD (under general fund, est. April 2019)	30,000.00
Water checking only	8,152.79
Water Project Required Accounts	
Bond Reserve Acct	10,603.64
RRI Fund	24,276.99
O&M Acct	31,272.65
USDA Required Accounts	
USDA Repayment -Savings	38,704.06
USDA Construction- checking	73,624.44
DPW Repayment – checking	105.06
DPW Construction – checking	105.06
Park checking total	15,915.57

Park CD	33,399.65
Major Street checking total	30,619.51
Minor Street checking total	7,406.01
Equipment Fund checking/savings total	13,678.70
SAW Grant Account	4.66

Note: SAW Grant Fund - This is not village money, does not have a budget. The village just handles it for the Bear Lake Watershed.

Motion to accept the Treasurer’s Report as presented by Ronning seconded by N. Ware, motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Motion to accept amendments to the ~~treasurers report~~ budget as presented by A. Ware seconded by N. Ware, motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Note: ~~Transfers~~ **Amendments:** \$1000 from trees fund ~~removal~~ to Gas & Oil Fund. **Minor** Transfer \$1000 from Capital Outlay to Gas & Oil Fund.

Bills to be paid presented by the Clerk. List attached and on file in 2019 Minutes folder.

Motion to pay the bills by A. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Reimbursements: at the end of minutes

COMMITTEE CHAIR REPORTS:

PARK:

Park Manager Report: was read by Clerk. Report on file in 2019 file.

- Park Committee would like to see Park Report in format council approved earlier this year, look at colored copy of reservation spreadsheet and to have Park Manager attend the next council meeting.
- Camper sites on the waters edge are in need of maintenance. T. Evans and L. Gibson will work on filling site # 25, lay down crushed asphalt left from water project in that site.
- Kayak/Canoe Launch – Clerk McPherson reported all updated grant paperwork has been submitted. Bear Lake Township has not approved partnership on this project at this time nor the amount of money they would donate if they do partner on this project.
- Clerk McPherson gave date for a magic show in Hopkins Park, August 17, 6pm.

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Discussion on new cross walks markings on streets by MDOT. Markings; Lynn Street across US-31, across Lynn St. at US-31 and across Virginia St at US 31. Caution pedestrian cross walk sign in the middle of US 31 and Lynn St.
- Information of pole size and height has been received, street signs will go in as soon as possible.
- Clerk McPherson reported, need to purchase a new signs. No Parking this side of sign, for the corner of Smith & Main Streets.

Motion was made to purchase both street signs by Ronning, seconded by A. ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

- President Evans would like to get additional quotes for crushed gravel on Ronning Street and Hancock St south off Main Street. It is currently the only dirt street in the village. A quote from Ron Brown & Son's was received in the amount of \$6,410.00

WATER:

- Cross Connection Agreement was presented to the council by the clerk. Discussion was held.

Motion to approve signing of the agreement was made by A. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Water Committee Chair, Gee presented council with suggested revisions to the Water Ordinance. Discussion was held.

Motion to adopt changes to the Statement Charge portion of Schedule A of the Water Ordinance in the Water Ordinance was made by McPherson, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Motion to adopt changes to the Other Water Service Charges portion of Schedule A in the Water Ordinance was made by McPherson, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Motion to adopt changes to the body of the Water Ordinance was made by Ronning, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Note: A copy of the changes to the Water Ordinance and a Copy of Schedule A – Fees and Charges are on file with the May 15, 2019 minutes.

- Update on Water System Improvement Project from Ken Mlcek from Fleis & VandenBrink. Contract #1 – some finishing up work on pavement in the village. Restoration of yards issues to be done. Well contract – drilling is done. Testing has begun. Keep well site where it is. Permitting has been taking a long time to get.

Mlcek presented #13 draw.

Motion to approve 13th draw for the Water Well Project was made by McPherson, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None

Absent: None

- No change order this month.
- Water Committee presented a \$135 quarterly charge year-round to all properties with structures that are metered and/or water main hook ups. Discussion was held. Notice to go in the July water bills.
Motion to approve \$135.00 quarterly REU charge year-round to all properties with structures that are metered effective October 1 2019, was made by A. Ware, seconded by N. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

BUILDINGS, GROUNDS AND EQUIPMENT:

T. Evans gave an overview of village owned trucks;

- Big Red update – offer to previous individual at a lower price.
- Sterling plow truck needs new air ride lines and work finished on sander stand, will need to get it to West Coast for service.
- Lions Club – McPherson reported; Bob Yates is working with a lawyer to finalize the donation of the Lions Club building to the village. His lawyer will do this for no cost.
 - Rolling thunder would like to rent the Lions Club from the village when the donation process is complete. Larry Gibson will follow up with the group for more information.
 - Triginta Club would also like to use the Lions Club building for their silent auction in July during Bear Lake Days.
- DPW Building – clerk reported, waiting on one form to be completed by our village lawyer.
- Village Office Building Accessibility Plan – Doorways in meeting room and handicap ramp at east entrance door is complete. Marking of the handicap parking area will be delayed as additional work needs to be done on asphalt area before the blue paint can be done. Evans will get quote from construction company.
- Clerk McPherson stated the motion made at the April 2019 regular meeting to approve the Ordinance to Authorize the Conveyance of Village Property needed to be rescinded.

Motion to rescind the motion made at the April 2019 regular meeting to approve the Ordinance to Authorize the Conveyance of Village Property was made by A. Ware, seconded by McPherson.

Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

BLIGHT/CABA

BLIGHT: Blight Officer Gibson – gave verbal report. Photos taken, letters written and a ticket was given, 30 days for resident to comply. Gibson met with Probation Officer regarding individuals for the village Clean-Up day. He will ask individuals to help out.

CABA: Rick Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish, reported next Tuesday at 5pm there will be a County Commissioner meeting in the Commissioners Room at the Manistee County Building. Filer Credit Union Bank asked to be part of Sparkle in the Park this year. They are not sure if they will be open for Bear Lake Days. The Manistee County Treasurer will be retiring, not sure who the new appointed replacement will be. Brownfield paper work is not complete for taking the white building down on Lynn Street. Grizwald was low bidder. It may happen in a couple of weeks. The Medical Care Facility in Manistee underwent a feasibility evaluation, \$22 million to do the work required. They are

looking at bonds to handle the cost, April 2020 maybe the start date. A reminder of Tire Turn in Program and at the Manistee County Fair Grounds in August. During Bear Lake Days the Manistee County Trolley will going around town and Pauline will be the narrator.

SMARTrail Committee Report: Council Member Gee reported vacancies for the Manistee County Park and Recreation Commission. Six At-Large positions available. Working on by-laws, grants for work development.

Bear Lake Improvement Board: McPherson reported next meeting is tomorrow, May 16, 2019.

Two Lakes Sewer Collaborative: McPherson reported, meeting was May 1, paid a bill, short meeting.

Planning Commission:

- Farfsing reported on revisions to the Zoning Ordinance, minimum square footage of a home from 400 sq. feet to 800 sq. feet; out-building square footage was 1600 now 1200; solar panel and equipment need buffers. Another public hearing will be held in June for the village zoning ordinance.

OLD BUSINESS:

- Anti-Noise Ordinance was reviewed. Discussion was held on having 2 separate ordinances or one, clerk will check with village attorney. Blight Enforcement Officer, title can be changed to Zoning Enforcement Officer.

NEW BUSINESS

- Clerk & Treasurer asked council for approval to reimburse council or staff when receipts and reimbursement is handed in instead of waiting for next council meeting.

Motion to pay reimbursement of staff with president's signature at time of presentation, with a \$300 limit on purchase was made by N. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

- Clerk reported on information from Padnos regarding removal of old fire hydrants. Clerk was asked to check with Cadillac location for a better price.

Motion to approve contact with Padnos to have them drop a box, to be filled with the villages old fire hydrants to was made by McPherson, seconded by N. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

- Dumpster for Community Clean-up Day reimbursement from Blight Elimination Fund discussion.

Motion to approve reimbursement from the Blight Elimination Fund to pay for dumpster (\$800-1600) was made by A. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

Motion to interview 8 candidates for the DPW Manager position was made by Gee, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

COUNCIL COMMENT:

- None

PUBLIC COMMENT:

- None

UPCOMING EVENTS

- Vacancies on the village council and planning commission.
- Community Dinner at BLUMC this week Thursday.
- Memorial Day weekend "Wake the Lake" happening on Saturday
- Bear Lake Watershed Annual Fund Raiser, June 22, 2019 at Bear Lake B&B
- Village of Bear Lake Community Clean-Up Day June 29, 2019 9am -1pm
- Manistee County Tire Recycling June 29, 2019 at Manistee County Fair Grounds
- Music on the Water June 29, 2019 2pm -4pm

Next council meeting June 19, 2019

Motion to adjourn the regular monthly meeting was made by N. Ware, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware

Nay: Evans

Abstain: None

Absent: None

Meeting adjourned at 10:09p.m.

Cindi McPherson, Village Clerk

REIMBURSEMENTS to the EQUIPMENT FUND and WAGE TRANSFER TO GENERAL FUND:

April 2019 Equipment Fund

Equipment Rental April 2019

Pay week		4/3/2019	4/10/2019	4/17/2019	4/24/2019	
Water	591-558-943	178.41	28.17		75.12	281.7
Major	202-463-943		14.73			14.73
Minor	203-463-943		14.73			14.73
Park				<u>111.31</u>	<u>337.58</u>	<u>448.89</u>
TOTALS		178.41	57.63	111.31	412.7	760.05

Wage Transfers

Village of Bear Lake

Payroll Transfers

Wages for period

Apr-19

Jared Bair's Timesheets

		Water	Major	Minor	Parks	General	Total
Pay dates:	4/3/2019	42.63				525.77	525.77
	4/10/2019	42.63				525.77	568.40
							-
							-
							-
Total Wages		42.63	-	-	-	1,051.54	1,094.17
FICA		3.26	-	-	-	80.44	83.70
Total to transfer		45.89	-	-	-		45.89
Transfer and post to 101-265-702		42.63	-	-	-	n/a	
Transfer and post to 101-690-000		3.26	-	-	-	n/a	

Other Timesheets

		Water	Major	Minor	Parks	General	Total
From Quickbooks "Wages to Transfer"		1,305.00	253.00	253.00	526.56		-
							2,337.56
							-
Total Wages		1,305.00	253.00	253.00	526.56	-	2,337.56
FICA		99.83	19.35	19.35	40.28	-	178.82
Total to transfer		1,404.83	272.35	272.35	566.84		2,516.38
Transfer and post to Transfers Out		1,305.00	253.00	253.00	526.56	n/a	
Transfer and post to 101-690-000		99.83	19.35	19.35	40.28	n/a	