

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

January 15, 2020

Approved minutes with correction, 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, Red Ronning, John Pelmeare, & Andrea Ware

Treasurer: Sally King **Clerk:** Cindi McPherson **Staff:** Josh Newsom

Absent: Natalie Ware and Larry Gibson

Guests: No guest signed in.

Motion to adopt the Agenda with additions/subtractions by Ronning and seconded by McPherson, motion carried.

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

Nays: None

Abstain: None

Absent: Natalie Ware

Addition: Guest – Dick Strevey from Dial A Ride

New Business – Budget dates and Tax Maps

PUBLIC COMMENT:

Dick Strevey from Manistee County Dial-A-Ride spoke on the .16 of a mil that will be on the March 10 primary ballot. It will generate approx. \$170K. Dial-A-Ride will offer more day time service and more service to the northwest part of the county.

CORRESPONDENCE: None

REPORTS:

Motion to approve December 18, 2019 meeting minutes by McPherson, seconded by A. Ware.

Motion Carried.

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

Nay: None

Abstain: None

Absent: N. Ware

MAINTENANCE REPORT: Report compiled and read by Josh Newsom. Report on file in January 2020 file.

TREASURER'S REPORT: Reviewed by Treasurer Sally King. Written report on file in the 2020 Minutes binder.

December 31 2019 Fund Balances:

General checking 71,969.57

CD (under general fund, est. April 2019) 30,000.00

Water

Op & Maint (checking) 1,797.38

Receiving (savings) 25,321.51

Water Project Required Accounts

Bond Reserve Acct	11,496.46
RRI Fund	26,321.22

USDA Required Accounts

USDA Repayment -Savings	13,809.70
USDA Construction- checking	39,688.42
DPW Repayment – checking	105.10
DPW Construction – checking	105.10
Park checking	5,030.38
Park CD	33,526.74
Major Street checking	44,444.55
Minor Street checking	3,725.95
Equipment Fund checking	21,402.00
SAW Grant Account	42,167.07

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 A. Ware seconded by McPherson, motion carried.

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

Motion to approve amendments to the budget by A. Ware, seconded by Pelmear. Motion Carried.

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

General Fund:

Increase Treasurer’s Salary to \$4,200, decrease clean-up programs to \$1,700

Water Fund:

Increase Utilities to \$16,000, decrease Repair & Maintenance to \$11,500.00

Park Fund:

Increase Salaries & Wages to \$17,200, decrease DPW Building to \$0.00

Increase Repair & Maintenance to \$6,447.50, decrease Gas & Oil to \$900

Bills to be paid presented by the Clerk. List attached and on file in 2020 Minutes folder.

Motion to pay the bills as presented by Ronning, seconded by Pelmear. Motion carried.

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

Reimbursements: at the end of minutes

COMMITTEE CHAIR REPORTS:

PARK:

Park Report:

- Hopkins Park Host open position report; 1 application received, 2 additional inquiries.
- DNR partial award \$28K (Kayak/Canoe Launch) update: Funds available, earliest Fall 2020 or Spring 2021. This award money will not be available for the drain/road improvement project for

this Spring, 2020. Look for an additional project within the park for this money with DNR approval.

- Clerk McPherson asked permission to update Bear Lake Township at their next meeting on the DNR Grant award, permission granted.
- Minger Endowment funds grant, \$30k. Asking for approval from the board to use these funds for the drain/road improvement project.
- Ken Mlcek gave a presentation from Fleis & VandenBrink regarding Hopkins Park possible drain/road project. He presented a drawing and explained how the drain issue would be corrected for now. This would be the first phase of the park improvement.
- Park Manager meeting pay. President Evans asked if the council would approve paying the Hopkins Park manager meeting pay since the council is requesting his presence at the meetings. Discussion held. Park manager to share monthly reservation spreadsheet at each council meeting.
- Other park issues; marketing the camp ground, a Wifi booster for whole park.

Motion to approve Park Manager meeting pay at \$45 if he stays for the full meeting or \$25 if he stays until after the Park Report is done. Permission for President Evans to negotiate with the Park Manager, presented by A. Ware, seconded by McPherson. Motion carried.

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

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Current Sidewalk Ordinance was reviewed by village attorney. Our village ordinance pertains more to residential area. More information is needed from the county or MDOT to see who is responsible for snow removal in the business area along US-31.
- Revenue Sharing Grant for sidewalk project - Elmer's will be doing an additional quote next week.

WATER:

- Update by Mlcek on Well site & well building. Hydro geo report approved. Approval on 2nd test well. Mech. contractor in next week.
- Draw #19 for Water Well project – Mlcek

Motion to approve Draw 19 for Water Well project by A. Ware, seconded by McPherson. Motion carried.

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

Motion to approve change order for Water Well project by A. Ware, seconded by McPherson. Motion carried.

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

Draw 19 and change order information is in January 2020 minutes file.

BUILDINGS, GROUNDS AND EQUIPMENT:

- DPW Building – closing date in January 27, 2020

- Lions Club building is now under the ownership of the Village. Discussion was held on what is the best direction for the village to go with the building; rent or sell it.
- Follow up is needed on individuals and groups that are interested in renting or purchasing it. Council agrees to let community groups continue to use it as long as we own it.
- Boiler quotes were presented from Custom Sheet Metal & Moore Mechanical. Discussion was held.

Motion to approve 2 new boiler heating systems for the village office & Museum building. Verification need that pricing is still the same as quote by McPherson, seconded by Pelmear. Motion carried.

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

- Cosier Park/Municipal Playground update; Rick Farfsing has made contact with Ron Brown & Sons to start in Spring. Verification is needed in on costs to Manistee Community Foundation.

BLIGHT/CABA

BLIGHT: Blight Officer Gibson – no report

CABA: Rick Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish reported on her county assigned group meetings. Spoke on the Medical Care facility. On hold due to funding. A .1/2 mill will be on the May ballot. Spoke on Sparkle in the Park and the best year yet! A lot of positive feed back and people from all over drove through. Pauline asked permission to have Sparkle in the Park in Hopkins Park next year.

Motion to approve Sparkle in the Park in Hopkins Park for 2020 by Ronning, seconded by Pelmear.

Motion carried.

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

SMARTrail Committee Report: No report. Looking for a resident to attend these meetings. Rob Carson is head of this committee now.

Bear Lake Improvement Board: no report. Next meeting will be in May 2020.

Two Lakes Sewer Collaborative: McPherson reported January’s meeting was cancelled. Next one is schedule for February 5, 2020.

Planning Commission: B. Farfsing – Annual report was presented.

OLD BUSINESS:

- Treasurer dispensed 2020-2021 Budget for council’s review.
- Household Hazardous Waste Program

Motion to approve & sign the 2020 Household Hazardous Waste Program payment amount \$125 by A. Ware, seconded by McPherson. Motion carried.

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

NEW BUSINESS:

- Community Clean-Up Day

Motion to approve date for on Community Clean-Up Day, for June 20, 2020 by Ronning, seconded by McPherson. Motion carried.

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

- Budget meeting dates

Motion to approve Special Meeting and Public Hearing dates for February 17 at 7pm, February 19 at 7pm, both at the Village Hall by Gee, seconded by A.Ware.

Motion carried.

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

- Clerk presented council with Manistee County 2019 Tax Invoice for Tax Maps and Assessment Roll Maintenance, Tax Rolls, Tax Bills and Computer Services (and 2019 S.E.T. Summer Tax Collection Invoice and 2020 Contractual Services Agreement(s))

Motion to approve payment for the Tax Invoice from Manistee County by Ronning, seconded by McPherson.

Motion carried.

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

COUNCIL COMMENT: None

PUBLIC COMMENT: None

UPCOMING EVENTS or ANNOUNCEMENTS

- Two Lakes Sewer Authority meets 1st Wednesday of ea. month 7pm at Bear Lake Township Hall
- Bear Lake Improvement Board Meeting May 17, 7pm at Bear Lake Township Hall
- Bear Lake Promoters Meeting 1st Wednesday of each month, 8:00a at Grille 44
- Bear Lake Township meeting 3rd Tuesday of each month, 7pm at the township hall
- SMARTrails

Next council meeting February 19, 2020

Motion to adjourn the regular monthly meeting was made by McPherson, seconded by Gee. Motion carried.

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

Meeting adjourned at 9:13p.m.

Cindi McPherson, Village Clerk

FUND	Equipment Rental	12/1/2019	12/6/2019	12/13/2019	12/24/2019	TOTALS
Water	591-000-943		132.19	132.81	103.29	368.29
Park	531-463-943		104.94	365.02	64.28	534.24
Major	203-463-943	60.00	327.44	225.44	32.14	645.02
Minor	202-463-943	150.22	273.49	225.44	96.42	745.57
TOTALS		210.22	838.06	948.71	296.13	2293.12

Note: 12/1 hours are John Pelmeares for plowing streets

Village of Bear Lake
Payroll Transfers

Wages for period

Dec-19

Josh Newsom's Timesheets

Pay dates:

	Water	Major	Minor	Parks	General	Total
12/4/2019	424.00	-	-	224.00	152.00	800.00
12/11/2019	248.00	128.00	128.00	136.00	160.00	800.00
12/18/2019	320.00	88.00	88.00	120.00	184.00	800.00
12/24/2019	536.00	16.00	56.00	40.00	152.00	800.00
Total Wages	1,528.00	232.00	272.00	520.00	648.00	3,200.00
FICA	116.89	17.75	20.81	39.78	49.57	244.80
Total to transfer	1,644.89	249.75	292.81	559.78		2,747.23

Transfer and post to 101-265-702

1,528.00 232.00 272.00 520.00 n/a

Transfer and post to 101-690-000

116.89 17.75 20.81 39.78 n/a

Other Timesheets

	Water	Major	Minor	Parks	General	Total
From Quickbooks "Wages to Transfer"	2,037.00	279.00	299.00	593.70		3,208.70
Total Wages	2,037.00	279.00	299.00	593.70	-	3,208.70
FICA	155.83	21.34	22.87	45.42	-	245.47
Total to transfer	2,192.83	300.34	321.87	639.12		3,454.17

Transfer and post to Transfers Out

2,037.00 279.00 299.00 593.70 n/a

Transfer and post to 101-690-000

155.83 21.34 22.87 45.42 n/a

Jan-20

Fund	Payee	Amount	Account #	Notes
General			101-	
*	Young, Graham & Wendling	312.00	265-801	Monthly retainer \$200/emails regarding DPW closing date
*	Jackpine Business Center	155.8	265-930	vinyl logos
*	H&S Companies	265	265-801	assistance with CVTRS forms
*	Bear Lake Hardware	64.01	265-930	rep & maint
*	Custom Sheet Metak & Heating	<u>300.00</u>	265-930	repair/maint -inspection of office building boilers
		1,096.81		
Water			591-	
*	Michigan Pipe & Value	465.24	000-775	Cover for drain
*	Jackpine Business Center	53.99	000-750	toner for printer
*	SOS Analytical	60.00	000-751	Supplies - testing supplies
*	Bear Lake Hardware	23.98	000-775	repair & maint
*		<u>6.59</u>	000-751	Supplies
		609.80		
Park			531-	
*	Griz's Excavating	300.87	000-775	Hopkins park drive fill
*	The Talon Group	<u>200.00</u>	000-801	Title search on right of way, Hopkins Dr in the park
		500.87		
Major			203-	
*	Young, Graham & Wendling	<u>80.00</u>	263-546	attorney research on ordinance snow removal, business section
		80.00		
Minor			202-	
Equipment			649-	
*	Auto Value	32.47	000-782	Equip rep & maint
*	Bear Lake Hardware	<u>18.58</u>	000-782	Equip rep & maint
		51.05		
	Total Bills to be Paid	\$2,338.53		