

# VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street  
Bear Lake Village Hall

## REGULAR MEETING MINUTES

March 18, 2020

Approved minutes, with corrections, cmc

The regular meeting of the Bear Lake Village Council was called to order by President Marla Evans at the Village Hall at 7:00pm. Pledge of Allegiance was said.

### ROLL CALL:

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

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

**Absent:** Staff: Larry Gibson & Jeff Bair

**Guests:** No guests signed in.

**Motion to adopt the Agenda with addition by McPherson and seconded by Ronning,** motion carried.

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

Nays: None

Abstain: None

Absent: None

Addition: Park - refunds

### PUBLIC COMMENT:

None

**CORRESPONDENCE:** President Evans read an email from Kristin Osborn regarding a wedding to be held on the point at Hopkins Park September 19, 2020

### REPORTS:

**Motion to approve January 22, 2020 Special Meeting on DPW Building minutes by McPherson, seconded by A. Ware.**

**Motion Carried.**

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

Nay: None

Abstain: Gee

Absent: None

**Motion to approve February 19 Public Meeting Budget 2020-2021 minutes by McPherson, seconded by A. Ware.**

**Motion Carried.**

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

Nay: None

Abstain: N. Ware

Absent: None

**Motion to approve February 19, 2020 regular meeting minutes with correction by Ronning, seconded by McPherson.**

**Motion Carried.**

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

Nay: None

Abstain: N. Ware

Absent: None

Correction: page 3, Water; Draw #20 in February 2020 folder.

**MAINTENANCE REPORT:** Report compiled & read by Newsom. Report on file.

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

**January 31 2020 Fund Balances:**

**General checking** **111,052.57**

**Water**

Op & Maint (checking)	<b>8,836.71</b>
Receiving (savings)	<b>18,850.16</b>

**Water Project Required Accounts**

Bond Reserve Acct	<b>12,380.46</b>
RRI Fund	<b>28,495.22</b>

**USDA Required Accounts**

USDA Repayment -Savings	<b>26,629.80</b>
USDA Construction- checking	<b>57,770.40</b>
DPW Repayment – checking	<b>106.24</b>
DPW Construction – checking	<b>10,959.05</b>

**Park checking** **10,144.33**

**Park CD** **33,588.74**

**Major Street** checking **46,016.18**

**Minor Street** checking **2,870.92**

**Equipment Fund** checking **22,954.36**

**SAW Grant Account** **42,171.30**

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 Gee, motion carried.**

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

**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 McPherson, seconded by A. Ware. Motion carried.**

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

**Reimbursements:** at the end of minutes

**COMMITTEE CHAIR REPORTS:**

**PARK:**

**Park Report:**

- Park Manager, Bair submitted a camper’s park refund due to medical reasons and Mr. Little would like his name removed for park host position.

**Motion to refund camper deposit of \$850.00 by A. Ware, seconded by Ronning. Motion carried.**

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

- Park Manager report available for review
- Park CD determination – discussion held

**Motion to have the Treasurer redeem Park CD at the time it is needed to cover expenses by A. Ware, seconded by Ronning. Motion carried.**

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

**STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:**

## WATER:

- President Evans presented the annual cross connect agreement. This year CCRA Professional Services, LLC will be servicing the villages cross connection control program.

**Motion to accept the new cross connection agreement with CCRA Professional Services by A. Ware, seconded by McPherson. Motion carried.**

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

- Update by Mlcek on wellsite & well building.
- Draw #21 for Water Well project – Mlcek

**Motion to approve Draw #20 for Water Well project by McPherson, seconded by A. Ware. Motion carried.**

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

Draw #20 information is in 2020 minutes file.

## BUILDINGS, GROUNDS AND EQUIPMENT:

- Lions Club building discussion was held on selling it or keeping it.

**Motion to approve selling the Lions Club building as is by a realtor by Gee, seconded by N. Ware. Motion carried.**

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

## BLIGHT/CABA

**BLIGHT:** Blight Officer Gibson – no report

**CABA:** R. Farfsing – no report

**COUNTY COMMISSIONER REPORT:** Pauline emailed quick report to President Evans; there are 2 Sparkle displays still up but they will be down this weekend.

**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 a setback in regard to a study required by the USDA on the septic systems fail rate within the sewer district for the last 10 years. 21% of the septic systems passed. Next meeting is scheduled for April 1, 2020.

**Planning Commission:** B. Farfsing – no report

## OLD BUSINESS:

- Updated FOIA policy resolution – created by village attorney to meet new Federal requirements.

**Motion to approve President Evans and Clerk McPherson to sign the FOIA policy & summary update Resolution #1 of 2020 by A. Ware, seconded by N. Ware. Motion carried.**

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

## NEW BUSINESS:

- Update on village office; at this time the office is closed to the public until further notice due to COVID-19. Staff will work from home or normal office hours. ~~Residences~~ Residents can reach staff via phone or email.
- Discussion was held to forego water shut off at ~~residents~~ residences until further notice during COVID-19. Treasurer King will present at April meeting.

**Motion to approve forego water shut offs during this COVID-19 situation until further notice, money due will go on property tax payer as special assessment, by A. Ware, seconded by Pelmeear.**

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

**COUNCIL COMMENT:** President Evans mentioned future council meetings and how the COVID-19 may affect our meetings, possible telecommunication. She will keep up to date on this information.

**PUBLIC COMMENT:** None

**UPCOMING EVENTS or ANNOUNCEMENTS**

- Two Lakes Sewer Authority meets 1<sup>st</sup> 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 1<sup>st</sup> Wednesday of each month, 8:00a at Grille 44
- Bear Lake Township meeting 3<sup>rd</sup> Tuesday of each month, 7pm at the township hall
- Community Clean-Up Day Saturday, June 20, 2020 9am – 1pm
- SMARTrails

Next council meeting April 15, 2020

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

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

**Meeting adjourned at 7:52p.m.**

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Cindi McPherson, Village Clerk

**EQUIPMENT RENTAL**

<b>FUND</b>	<b>Equipment Rental</b>	<b><u>2/5/2020</u></b>	<b><u>2/12/2020</u></b>	<b><u>2/19/2020</u></b>	<b><u>2/26/1900</u></b>	<b><u>TOTALS</u></b>
Water	591-000-943	253.8	151.01	186.63	185.06	776.50
Park	531-463-943	21.15	5.06	31.73	31.73	89.67
Major	203-463-943	34.39	5.06	498.66	120.37	658.48
Minor	202-463-943	34.39	5.06	601.83	120.37	761.65
Gen				<u>53.96</u>	<u>31.73</u>	<u>85.69</u>
	<b>TOTALS</b>	<b>343.73</b>	<b>166.19</b>	<b>1372.81</b>	<b>489.26</b>	<b>2371.99</b>

WAGE TRANSFERS

Wages for period

Feb-20
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**Josh Newsom's Timesheets**

Pay dates:

	Water	Major	Minor	Parks	General	Total
						-
2/5/2020	616.00	16.00	16.00	72.00	80.00	800.00
2/12/2020	528.00	64.00	56.00	24.00	128.00	800.00
2/19/2020	528.00	96.00	96.00	32.00	48.00	800.00
2/26/2020	488.00	72.00	72.00	88.00	80.00	800.00
Year end bonus 2/26/2020					250.00	250.00
<b>Total Wages</b>	<b>2,160.00</b>	<b>248.00</b>	<b>240.00</b>	<b>216.00</b>	<b>586.00</b>	<b>3,450.00</b>
FICA	165.24	18.97	18.36	16.52	44.83	263.93
<b>Total to transfer</b>	<b>2,325.24</b>	<b>266.97</b>	<b>258.36</b>	<b>232.52</b>		<b>3,083.10</b>

Transfer and post to 101-265-702

2,160.00	248.00	240.00	216.00	n/a
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Transfer and post to 101-690-000

165.24	18.97	18.36	16.52	n/a
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**Other Timesheets**

From Quickbooks "Wages to Transfer"

	Water	Major	Minor	Parks	General	Total
						-
	350.00			1,635.00		1,985.00
						-
<b>Total Wages</b>	<b>350.00</b>	<b>-</b>	<b>-</b>	<b>1,635.00</b>	<b>-</b>	<b>1,985.00</b>
FICA	26.78	-	-	125.08	-	151.85
<b>Total to transfer</b>	<b>376.78</b>	<b>-</b>	<b>-</b>	<b>1,760.08</b>		<b>2,136.85</b>

Transfer and post to Transfers Out

350.00	-	-	1,635.00	n/a
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Transfer and post to 101-690-000

26.78	-	-	125.08	n/a
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CLERKS REPORT

Fund	Payee - March 2020	Amount	Account #	Notes
<b>General</b>			<b>101-</b>	
*	Young, Graham & Wendling	\$200.00	265-801	Monthly retainer \$200
*	Jack Pine Bussiness Center	\$31.03	215-727	Office Supplies
*	MI Assoc of Planning	\$27.20	265-500	Community Engage booklet
*	Jus-Green	\$350	265-930	rep & maint - spray for bugs
*	Inacomp Computer Center	\$49.95	215-727	Office supplies - internet sercurity
*	Bear Lake Hardware	\$12.99	265-930	Ice Melt
	Michigan Municipal League	\$2,413.80	265-910	Insurance
*	The Pioneer Group	<u>\$64.05</u>	265-900	Public notice -budget
		<b>3,149.02</b>		
<b>Water</b>			<b>591-</b>	
*	USA Bluebook	85.69	000-775	Repair/Maint - injection valve assembly
		110.40	000-751	Test despension
*	H&S Companies	840.00	000-801	Prof Services
*	SOS Analytical	60.00	000-801	out sourced testing
*	Bear Lake Hardware	68.09	000-775	Repair/Maint
*	Michigan Municipal League	<u>\$1,413.30</u>	000-840	Insurance
		<b>2,577.48</b>		
<b>Park</b>			<b>531-</b>	
	Michigan Municipal League	1,100.98	265-910	Insurance
		<b>1,100.98</b>		
<b>Major</b>			<b>203-</b>	
	Michigan Municipal League	<u>1,106.96</u>	265-910	Insurance
		<b>1,106.96</b>		
<b>Minor</b>			<b>202-</b>	
	Michigan Municipal League	<u>1,106.96</u>	<b>265-910</b>	Insurance
		<b>1,106.96</b>		
<b>Equipment</b>			<b>649-</b>	
*	Bear Lake Hardware	\$58.76	000-782	Repair/Maint
*	Auto-Value	<u>108.37</u>	000-782	Repair/Maint
		<b>167.13</b>		
	<b>Total Bills to be Paid</b>	<b>\$9,208.53</b>		