

**VILLAGE OF BEAR LAKE  
COUNCIL MEETING MINUTES July 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 7:00 pm. Pledge of Allegiance was said.

**ROLL CALL:** President, Marla Evans; Councilmembers Rodney Gee, John Pelmear, Red Ronning, Andrea Ware and Natalie Ware; DPW Manager, Josh Newsom; Treasurer, Sally King all were in attendance. Council member Greg McPherson, Clerk Cindi McPherson, staff members Jeff Bair and Larry Gibson were absent. Two guests were in physical attendance and one guest phoned in.

**AGENDA:** President Evans asked to move Randy Zakrajsek, Realtor, from Buildings, Grounds and Equipment to after review of Minutes; to add Park Road to New Business and add discussion of Belle Vista water rate to Water. **Motion by Ronning/AWare to approve agenda as presented with changes. APPROVED**

**PUBLIC COMMENT:** None at this time.

**CORRESPONDENCE:** Treasurer King read a thank you note from Natalie Ware. President Evans informed Council of 2 complaints regarding music coming from Maggies, one phone call and one email. There is nothing in our Ordinance regarding noise. After Council discussion, it was decided to have the President contact Maggie Kiezkowski to discuss. President Evans also stated there had been a complaint emailed regarding fireworks. The Clerk responded with State law regarding fireworks. The President also notified all in attendance of the need for Census takers in our area. Southern Sin-Thesis thanks the Village and all area residents for the warm welcome!

**MINUTES of June 17, 2020 MEETING:** President Evans noted spelling error on page 4, SPICER not Spiecer.

**Motion by Ronning/AWare to approve minutes as presented with correction as noted. APPROVED**

**Ayes:** Gee, Pelmear, Ronning, AWare, Evans

**Nays:** None

**Abstain:** NWare

**LIONS CLUB:** President Evans introduced Randy Zakrajsek from REMAX. Randy stated he had completed comparisons and believes \$74,900 would be an appropriate listing price for the building. He recommends removing wheelchairs, walkers, tables, chairs, etc. from the building. He would require a key and can have it listed within 3-4 days if Council approves.

**Motion by NWare/AWare to authorize listing the Lions Club building with Randy Zakrajsek for a price of \$74,900 and giving Marla Evans authority to sign the listing agreement on the Village's behalf. APPROVED**

**Ayes:** Gee, Pelmear, Ronning, AWare, NWare, Evans

**Nays:** None

**Absent:** McPherson

**DPW REPORT:** DPW Manager, Josh Newsom, reported on his activities during the last month. Complete report is on file in 2020 Minutes binder at Village Office. Village truck will need new front tires. Josh will be meeting with a representative of the Michigan Rural Water Association in August to begin the drafting the Asset Management Plan and Rate Study for the water system. Josh has talked to a resident on Lynn Street regarding a tree which is dead and needs to come down. He will alert Mark Thompson to take it down. Josh is doing trash pickup and bathroom cleaning for the Park. After considerable discussion, Council requested the President talk to Park Manager regarding bathroom cleaning. The Park Host, even with his medical issues, is continuing to keep track of things in the Park.

Council discussed moving the dumpster to the Park. It was decided the Treasurer will contact Republic Services to move dumpster to the Park, locating it near light pole in parking area on East end of Park.

**TREASURER'S REPORT:** Fund Balance listing shows considerable General Fund income in June due to grant funds received and return of \$5000 from Two Lakes Sewer Authority. That \$5000 will be moved back to the Water Fund.

<b>FUND BALANCES – June 30, 2020</b>	General	\$117,813.53
	Water Op & Maint	900.56
	Water Receiving	4,017.09
	<u>Water Project Required Accounts</u>	
	Bond Reserve	\$ 14,151.46
	RRI Fund	31,391.93
	<u>USDA Required Accounts</u>	
	USDA Repayment	\$ 11,638.59
	USDA Construction	35,620.93
	DPW Repayment	3,894.36
	DPW Construction	7,757.59
	Park	12,252.22
	Park CD	33,650.85
	Major Street	51,253.96
	Minor Street	3,019.43
	Equipment	26,130.83

SAW Grant Account 9,743.17

Total of funds on deposit NOT including USDA, SAW or DPW funds: \$249,038.46

Total SAW, USDA and DPW funds: 114,198.03

Authorized Disbursements are up \$5657.05 from May but June is the month which Council, Street Administrator and President are all paid and there were also refunds for the Park.

<b>Authorized Disbursements totals by Fund:</b>	General	\$9,266.43
	Water	1,734.77
	Park	2,119.43
	Major Street	182.37
	Minor Street	182.37
	Equipment	45.00

Total Authorized Disbursements: \$13,485.37

Fund Balance and Authorized Disbursement reports are on file in 2020 Meeting Minutes binder at Village Hall.

**Motion by Ronning/NWAre to approve the Treasurer's Report as presented.**

**Ayes: Gee, Pelmear, Ronning, AWare, NWAre, Evans**

**Nays: None**

**Absent: McPherson**

Amendments to the Budget Budget on file in 2020 Meeting Minutes binder at Village Hall.

General: Increase budget for Other Revenue to \$18,000 to account for money received from Lion's Club and Manistee Community Foundation Grant.  
 Increase budget for Repair & Maintenance to \$6470 to account for Cosier Park bill from Ron Brown & Sons for drainage system and cost of fill sand at DPW building construction site.

Water: Move \$1700 from Supplies to Professional Services.  
 Park: Move \$800 from Print & Publishing to Refunds;  
 Move \$1700 from Repair & Maintenance to Refunds;  
 Move \$2000 from Repair & Maintenance to Professional Services;  
 Move \$1400 from Salaries & Wages to Professional Services.

**Motion by Ronning/Pelmear to approve the amendments to the budget as presented. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWare, NWare, Evans**

**Nays: None**

**Absent: McPherson**

Treasurer also gave Council a list of residents who have large unpaid water balances. After discussion it was determined she will continue to add late fees and send statements/invoices as usual. If these residents are still in arrears in April of 2021, the balance due will be added to the resident's property taxes as a special assessment as per our Water Ordinance. List of residents on file in the 2020 Meeting Minutes binder at Village Hall.

**BILLS TO BE PAID:** Presented by Treasurer. List of bills to be paid is on file in the 2020 Meeting Minutes binder at Village Hall.

<b>General</b>		<b>101-</b>	
Young, Graham & Wendling	200.00	265-801	Monthly retainer \$200
Jackpine Business Center	50.99	215-727	Toner for printer
Ron Brown & Sons	196.32	265-930	Fill dirt for new DPW build - not covered by USDA funds
	<u>313.6</u>	265-930	Fill dirt for new DPW build - not covered by USDA funds
	<b>760.91</b>		
<b>Water</b>		<b>591-</b>	
SOS Analytical	<u>60.00</u>	000-801	out source sample testing
	<b>60.00</b>		
<b>Park</b>		<b>531-</b>	
Auto Wares	19.17	<b>000-740</b>	Park supplies
Bear Lake Hardware	71.53	000-740	Park supplies
	<u>46.91</u>	000-775	Rep & Maint
	<b>137.61</b>		
<b>Major</b>		<b>203-</b>	
Manistee County Road Commission	286.12	<b>463-782</b>	Cold Patch Cody, Smith and Main Sts.
Mark Thompson Tree & Stump	<u>450.00</u>	000-951	Smith St - tree removal after storm
	<b>736.12</b>		
<b>Minor</b>		<b>202-</b>	
Mark Thompson Tree & Stump	<u>150.00</u>	<b>000-951</b>	Wise St - tree removal after storm
	<b>150.00</b>		
<b>Equipment</b>		<b>649-</b>	
Auto Wares	32.27	<b>000-782</b>	Rep & Maint
Freeman Creek Equipment INC	61.15	000-782	R & M - Kubot blade kit

Bear Lake Ace Hardware	<u>7.58</u>	000-782	Rep & Maint
	101.00		
<b>Total Bills to be Paid</b>	<b>\$1,945.64</b>		

**Motion by Ronning/Pelmear to approve payment of the bills as presented. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWare, NWare, Evans**  
**Nays: None**  
**Absent: McPherson**

**REIMBURSEMENTS:** President pointed out location of reimbursements on pages 2 & 3 of the Agenda. (They are located at the end of these meeting minutes.)

**PARK REPORT:** Discussion regarding refunds due to COVID and the Park Manager’s pay for those same reservations.

**Motion by Pelmear/AWare to NOT retain 10% from Manager’s wage on COVID related cancellations. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWare, NWare, Evans**  
**Nays: None**  
**Absent: McPherson**

President Evans asked Josh to check the Park sign as it’s come off the backer board. Evans to call John Mertes. Ken Mlcek presented the concept Park Master Plan. This plan includes all requests; barrier free campsite and path throughout, 40’ pavilion with restroom and showers; number of sites reduced but widened to 30’, area for kayak launch and storage rack, playground, day-use parking, boat parking, 50 amp electric and water to each site, maximize green-space, full scale grading adjustment, blacktop roadway through Park, etc. Engineering depiction on file in 2020 Meeting Minutes binder at Village Hall. Total reconstruction could be done in phases. \$1.6 million estimated cost of this full concept. Pavilion and site grading would be the first phases. Grants can be applied for: Passport grant is \$50,000, Trust Fund grant is \$300,000 all with 30 – 50% match range. Ken is willing to assist with finding funding.

President Evans explained the need to approve a resolution to rescind the agreement the Village has with Bear Lake Township concerning the Michigan Natural Resources Trust Fund Grant entitled “Hopkins Park Development.”

**Motion by Ronning/Gee to approve dissolving the agreement with Bear Lake Township regarding the Michigan Natural Resources Trust Fund Grant and authorizing Marla Evans to sign the corrected resolution on the Village’s behalf. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWare, NWare, Evans**  
**Nays: None**  
**Absent: McPherson**

Treasurer to contact Young, Graham and Wendling regarding the change to be made to the Resolution.

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

DPW Manager Josh, stated during his report, Elmer’s will be coming Thursday 7-16 to look over the sidewalk between Hilary Erikson’s building and the Hair Affair and give the Village a quote. President Evans stated she has heard from Lakeshore Construction and they are willing to stand by their quote of \$28,000 for the project and would try to get the project on their calendar for September. President Evans requested Josh find out the correct sign height and get T-posts ordered and signs up before school starts. Treasurer King, stated Bob DeWildt, owner of the Belle Vista Motel has requested the Village look into putting curbing at the corner of Stuart and Maple to keep overflow water from the storm drain at that corner from flowing across the street and onto his property, which then seeps into his basement. President Evans asked Josh to add this to the list of locations to evaluate and to also keep a close eye on the storm drains this fall.

**WATER:** Ken Mlcek from Fleis & VandenBrink explained the Water System Reliability Study. EGLE has requested an update of the current Reliability Study they have on file. This study is about the flow of the system and water usage.

The cost for Fleis and VandenBrink to do this would be \$5000. Josh has already been in contact with EGLE about doing the study after the new wells are online.

**Motion to have Fleis & VandenBrink complete the Water System Reliability Study for a cost of \$5000. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWAre, NWAre, Evans**

**Nays: None**

**Absent: McPherson**

President Evans and Treasurer King brought up the Belle Vista's water rate: currently at 5.46112 REUs and should be at 8.35 REUs. Discussion of other REU customers and their water cost. All other REU rated properties are paying the full REU rate.

**Motion by Gee/Pelmear to raise the Belle Vista rate to 6.9 REUs (an increase of 1.44 REUs) beginning October 2020 with January 2021 at \$135 and April and July of 2021 at 6.9 REUs. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWAre, NWAre, Evans**

**Nays: None**

**Absent: McPherson**

Ken Mlcek presented information on Draw 25 of the USDA Water Project, \$5159.91 to Fleis & VandenBrink. Most of the expense was coordination with EGLE, the permitting process, and working with the well driller on equipment.

**Motion by AWAre/Ronning to pay Draw #35 of the USDA Water Project as presented. APPROVED**

**Ayes: Gee, Pelmear, Ronning, AWAre, NWAre, Evans**

**Nays: None**

**Absent: McPherson**

**BUILDINGS, GROUNDS, and EQUIPMENT:** Treasurer King presented Draw #5 for the DPW Building; \$2200 to Spicer Group and \$94,500 to Gerber Construction.

**Motion by Pelmear/AWAre to request funds from USDA and pay Draw #5 for the DPW Building as presented.**

**APPROVED Ayes: Gee, Pelmear, Ronning, AWAre, NWAre, Evans**

**Nays: None**

**Absent: McPherson**

President Evans gave an update on Cosier Park; the resurfacing has begun.

**BLIGHT, CABA:** Community Cleanup Day was a success; two dumpsters were filled. There was no Blight Enforcement Report.

**COUNTY COMMISSIONER REPORT – Pauline Jaquish:** There has been quite a bit of interest in the land bank property on the corner of Lynn Street and US31. District 10 Health Department reports Manistee County is now up to 30 cases of COVID. Public Safety Committee; the Sheriff states they are not arresting people for not wearing masks unless an altercation breaks out. Medical Care Facility; COVID testing will be done on residents and employees on a weekly basis. County budget is being worked on. Dial-a-Ride has had to cut back during this time but even with cutbacks the Munson run for cancer patients has gone up. Pleasanton Township is thrilled to be working on the May Buell Park on the East Shore.

**BEAR LAKE IMPROVEMENT BOARD:** No report, next meeting July 16<sup>th</sup>.

**TWO LAKES SEWER:** No report, next meeting August 5<sup>th</sup>.

**PLANNING COMMISSION:** No report, next meeting August 11<sup>th</sup>.

**OLD BUSINESS:** Part time help is still needed for Josh; advertised on #Love Bear Lake, the Village website and a poster at the Post Office.

**NEW BUSINESS:** November elections; Greg McPherson and Red Ronning are not running for re-election so that will create two open seats on the Council unless someone else steps in. John Pelmeear is running for re-election. Discussion regarding the Village creating a committee to take over the sale and engraving of the clock tower bricks.

**Motion by NWare/Pelmeear to decline offer to take over the clock tower bricks project. APPROVED**

- Ayes:** Gee, Pelmeear, Ronning, AWare, NWare, Evans
- Nays:** None
- Absent:** McPherson

Government is still looking for people in the area to help with the Census.

**PUBLIC COMMENT:** Jeannie Walsh-Vlssion on phone line questioned time before we can go to metered water billing; the Village is planning on at least a year. She also asked if the Village has a Blight Enforcement Officer; Mr. Gibson is still the Village’s Blight Officer. However, we expect there will be changes in the future. Jeannie also asked about the Minger grant and the DNR grant, which amounts are for which; \$28,000 is DNR and \$30,000 is MInger but we do not expect to receive the DNR grant as it was based on coordination between the Village and Township. **(Correction: the village is expected to receive the reduced amount DNR grant for a Hopkins Park project, cmc)** Jeannie also requested to receive, prior to the meeting, all documents the Council receives.

**COUNCIL COMMENTS:** none

**UPCOMING EVENTS and ANNOUNCEMENTS:** Read by President Evans.

- Two Lakes Sewer Authority meets 1<sup>st</sup> Wednesday of each month 7 pm at BL Twp. Hall.
- Bear Lake Promoters meet 1<sup>st</sup> Wednesday of each month, 8 am at Grille 44.
- Bear Lake Township Board meets 3<sup>rd</sup> Tuesday of each month, 7 pm BL Twp. Hall.
- Manistee Land Bank meets 9 am, Board Room @ Manistee Courthouse
- SMARTrails, Village is still looking for a representative for this Committee.

**Motion by NWare/Ronning to adjourn meeting at 9:22 pm. APPROVED**

- Ayes:** Gee, Pelmeear, Ronning, AWare, NWare, Evans
- Nays:** None
- Absent:** McPherson

Respectfully Submitted,

Sally King, Treasurer

June-2020 Wage						
Wages for period	Transfers					
Josh Newsom's Timesheets	Water	Major	Minor	Parks	General	Total

Pay dates:

6/3/2020	189.52			609.76	24.72	824.00
6/10/2020						
6/17/2020	189.52			337.84	296.64	824.00
6/24/2020	346.08	24.72		379.04	74.16	824.00
Total Wages	354.32	24.72	24.72	222.48	197.76	824.00
FICA						-
Total to transfer	1,079.44	49.44	24.72	1,549.12	593.28	3,296.00
	82.58	3.78	1.89	118.51	45.39	252.14
From Quickbooks "Wages to Transfer"	1,162.02	53.22	26.61	1,667.63		2,909.48

Transfer and post to 101-265-702	1,079.44	49.44	24.72	1,549.12	n/a	
Transfer and post to 101-690-000	82.58	3.78	1.89	118.51	n/a	

**Other Timesheets**

	Water	Major	Minor	Parks	General	Total
Total Wages						-
FICA						
Total to transfer	350.00	125.00	125.00			600.00
						-
	350.00	125.00	125.00	-	-	600.00
	26.78	9.56	9.56	-	-	45.90
	376.78	134.56	134.56	-		645.90

Transfer and post to Transfers Out	350.00	125.00	125.00	-	n/a	
Transfer and post to 101-690-000	26.78	9.56	9.56	-	n/a	

		<u>6/3/202</u>	<u>6/10/202</u>		<u>6/17/202</u>	<u>6/24/202</u>	
<b>FUND</b>	<b>Equipment Rental</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>TOTALS</b>
Water	591-000-943	50.55	70.77	80.88	174.86	377.06	
Park	531-463-943	217.73	171.34	205.19	66.1	660.36	
Major	203-463-943			28.91	10.88	39.79	
Minor	202-463-943			0	10.88	10.88	
Gen			<u>165.21</u>	<u>52.87</u>	<u>17.22</u>	<u>235.30</u>	
	<b>TOTALS</b>	<b>268.28</b>	<b>407.32</b>	<b>367.85</b>	<b>279.94</b>	<b>1323.39</b>	