

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

AN ELECTRONIC MEETING WAS HELD

November 18, 2020

Approved minutes

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

Guests: 2 guests attended the ZOOM meeting

Motion to sign Resolution 5 of 2020 Establishing Procedures to allow Electronic Meetings of all village of Bear Lake Public Bodies and/or Attendance at Meetings by Members of those Public Bodies Remotely by McPherson and seconded by Pelmear, motion carried.

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

Nays: None

Abstain: None

Absent: None

ROLL CALL:

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

Treasurer: Sally King **Clerk:** Cindi McPherson

Absent: Staff: Josh Newsom

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

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

Nays: None

Abstain: None

Absent: None

Additions: New Business – Resignation letter (Planning Commission) – David Ross.

Water – Fleis & Vanderbrink Clean Water Funding proposal

PUBLIC COMMENT:

- Christie Johnson asked if her item was on the agenda. They put a lot of money into fixing their driveway next to the water tower road. She would like compost pile moved from its current location on the water tower property.
- Pauline Jaquish – “Thank you” for the park road improvement. She also reported on Sparkle in the Park displays, news releases and residential/business lighting contest this year. There will be no sleigh rides or opening event activities due to COVID.

County Business: The District Health Department current building on 3rd Street is having a pump problem and they also found a foundation issue. Cost to fix the building is \$110k, lowest bidder.

Public Safety was available on election night and clerks were very happy nothing happened.

COVID cases are up and so are domestic abuse cases, mental illness, drug use and suicides. Please be mindful of people you may know that need help.

CORRESPONDENCE:

- County of Manistee – 2021 Parcel Fee Charges 2021. Every 5 yrs. fees are adjusted to ensure amounts are charged to cover tax items. Currently, 2020 Village = \$1.10 per parcel. Proposed rates for 2021 Village = \$1.11
- President Evans stated she received an email regarding the water tower road wash out along Johnson’s driveway. Christie would like the village to move the compost pile from the water tower property.

REPORTS:

MINUTES APPROVAL:

Motion to approve October 21, 2020 regular meeting minutes, by Ronning, seconded by McPherson. Motion Carried.

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

Nay: None

Abstain: None

Absent: None

MAINTENANCE REPORT: report was read by President Evans.

TREASURER’S REPORT:

Reviewed by Treasurer Sally King. Written report on file in the 2020 Minutes binder.

August 31, 2020 Fund Balances:

General checking	138,503.57
Water	
Op & Maint (checking)	3,603.01
Receiving (savings)	8,255.17
Water Project Required Accounts	
Bond Reserve Acct	15,922.99
RRI Fund	36,456.20

USDA Required Accounts

USDA Repayment -Savings	29,072.93
USDA Construction- checking	3,752.26
DPW Repayment – checking	8,882.43
DPW Construction – checking	192.19

Park checking	40,718.36
Major Street checking	56,777.01
Minor Street checking	6,641.78
Equipment Fund checking	18,479.88
SAW Grant Account	9,744.16

Note: SAW Grant Fund - This is not village money, does not have a budget.

Profit & Loss Budget vs. Actual sheets were received.

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

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

Treasurer King asked permission to transfer \$5K - \$10K from General Funds to Park Fund, pay Elmer’s for Hopkins Park road improvements, \$39,546.00. Short fall (\$14K) is mainly due to reduce income due to COVID this past summer and Elmer’s bill was higher than expected.

Motion to approve transfer of \$5k - \$10K as needed to cover shortfall, from General Fund to Park Fund to pay Elmer’s drainage invoice for the Park by Ronning, seconded by A. Ware, 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 N. Ware, seconded by A. Ware. Motion carried.

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

COMMITTEE CHAIR REPORTS:

PARK:

- President Evans reported Josh did speak with Jim Reed regarding easement issue behind his house, Hopkins Park’s west entrance running through his property.

Motion to approve the village attorney to contact Jim Reed regarding the easement drive going through his property by Pelmeare, seconded by A. Ware. Motion carried.

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

- Park road repair by Elmer’s in complete.
- Sparkle in the Park is process, see Correspondence, Pauline Jaquish
- Park Manger position – 1 application received additional ads are on camper websites. Clerk will redo on #Love Bear Lake and it will be in the Bear Lake Bulletin. At the January 2021 council meeting the position will be filled.

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Sidewalk repair, Lakeshore Construction is hoping to get project done by the end of November.

WATER:

- USDA Draw #28 Cole, Inc \$17,100.00 and Fleis & Vanderbrink \$4,378.30

Motion to approve draw #28 by A. Ware, seconded by Pelmear. Motion carried.

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

Ken from F/V gave an update on Water Well project; working with contractors to get wells up & running. EGLE & USDA walk throughs will be happening. Old wells will be kept up for about a month after new ones are transferred over.

Ken presented a grant opportunity on Drinking Water Asset Management grant program. \$37 million dollars will be available state wide. F & V will help with the grant writing. Application fee is \$1000.00

Motion to move forward with proposal from Fleis & Vanderbrink for Drinking Water Asset Management (DWAM) Grant Application, \$1,000 grant fee by McPherson, seconded by Pelmear. Motion carried.

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

Note: Ken will schedule a meeting with President Evans & J. Newsom to discuss the scope of items needed for the Asset Management Plan.

BUILDINGS, GROUNDS AND EQUIPMENT:

- DPW Building Draw #9 was presented; Spicer Group \$1,100.00

Motion to approve paying Draw #9, by A. Ware, seconded by McPherson. Motion carried.

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

- Lions Club property survey will be done by Spicer Group. There is an interested party.
- Bob Mackey would like to purchase the letter sign with arrow that is at the Lions Club.

Motion to approve selling sign to Bob Mackey for \$75.00, by McPherson, seconded by Pelmear. Motion carried.

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

- Proposal from Fleis & Vanderbrink to survey the water tower property.

Motion to approve F&V do survey water tower property (\$1,500), by Pelmear, seconded by A. Ware. Motion carried.

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

BLIGHT/CABA

- Blight Elimination fund balance \$9,702.91

CABA: R. Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish – Mentioned that Rob Carson is leaving the Planning Commission, has taken a position at Networks Northwest.

SMARTrail Committee Report: No report. Looking for a resident to attend these meetings.

Bear Lake Improvement Board: McPherson, no report. Next meeting is December 3, 2020

Motion to approve appointment of A. Ware to the Bear Lake Improvement Board, by McPherson, seconded by Pelmear. Motion carried.

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

Two Lakes Sewer Collaborative: McPherson no report, no meeting. Next meeting will be December 2, 2020

Motion to approve appointment of President Evans to the Two Lake Sewer Authority, by McPherson, seconded by Ronning. Motion carried.

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

Planning Commission: B. Farfsing no report.

OLD BUSINESS: None

NEW BUSINESS:

Resignation letter received from David Ross, leaving Planning Commission to take his elected position on the Village Council.

- **Motion to accept resignation letter from David Ross by A. Ware, seconded by N. Ware. Motion carried.**

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

COUNCIL COMMENT: None

PUBLIC COMMENT:

Jeanne Welsh-Vission – the park looks good.

Barb Farfsing – asked Ken if Fleis & Vanderbrink would work on the Recreation Plan for Bear Lake & cost. Pauline mentioned that area senator Kurt Vanderwall is trying to get an extension on the Master Plans around the area due to COVID. Discussion on the 2 different DNR Grants offered. President Evans thought and projects would be 1 year out. Clerk will contact Manistee County to see what can be done.

Christie Johnson wanted to know why her question on moving the compost pile was not addressed on the agenda. Evans wants council members to research on compost pile. Also, there are multiple openings between the Planning Commission & Council, please talk to your neighbors & friends to see if there may be an interest.

President Evans expressed appreciation to Red Ronning for his many years on the Village Council and to Greg McPherson for his time as a council member.

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 July 16, 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

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

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

Meeting adjourned at 8:05p.m.

Next council meeting December 16, 2020

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTAL

FUND	Equipment Rental	10/7/2020	10/14/2020	10/21/2020	10/28/2020	TOTALS
Water	591-000-943	70.77	101.1	121.32	150.64	443.83
Park	531-463-943	70.77	164.38	70.77	233.6	539.52
Major	203-463-943	26.82		21.76		48.58
Minor	202-463-943	26.82		21.76		48.58
Gen		40.44	31.54	30.33	20.22	122.53
	TOTALS	235.62	297.02	265.94	404.46	1203.04

WAGE TRANSFERS

Village of Bear Lake

Payroll Transfers

Wages for period

Oct-20

Josh Newsom's Timesheets

Pay dates:

	Water	Major	Minor	Parks	General	Total
						-
10/7/2020	354.32	24.72	24.72	222.48	197.76	824.00
10/14/2020	387.28	8.24	8.24	214.24	206.00	824.00
10/21/2020	494.40	8.24	8.24	181.28	131.84	824.00
10/28/2020	346.08	12.36	12.36	238.96	214.24	824.00
						-

Total Wages	1,582.08	53.56	53.56	856.96	749.84	3,296.00
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FICA	121.03	4.10	4.10	65.56	57.36	252.14
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Total to transfer	1,703.11	57.66	57.66	922.52		2,740.94
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Transfer and post to 101-265-702	1,582.08	53.56	53.56	856.96	n/a	
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Transfer and post to 101-690-000	121.03	4.10	4.10	65.56	n/a	
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Other Timesheets

	Water	Major	Minor	Parks	General	Total
						-
From Quickbooks "Wages to Transfer"	350.00			310.50		660.50
						-

Total Wages	350.00	-	-	310.50	-	660.50
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FICA	26.78	-	-	23.75	-	50.53
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Total to transfer	376.78	-	-	334.25		711.03
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Transfer and post to Transfers Out	350.00	-	-	310.50	n/a	
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Transfer and post to 101-690-000	26.78	-	-	23.75	n/a	
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Fund	Payee	Amount	Account #	Notes
General			101-	
	Young, Graham & Wendling	\$200.00	265-801	Monthly retainer \$200
*	Inacomp Computer Services	10.00	265-801	cloud back-up Prof Services
	OMS Compliance Services, Inc	7.5	265-801	Annual client fees
	Jackpine Business Center	<u>27.51</u>	215-727	office supplies
		245.01		
Water			591-	
	Auto Wares Group	19.99	000-751	Rep & Maint
	USA Blue Book	107.73	000-751	Daily testing & sampling
	SOS Analytical	300.00	000-801	out source sample testing
	EGLE	650.02	000-812	Annual Water Supply Fees
	MISS DIG System, Inc	1,410.46	000-801	Membership fee, maint fee, enhancements, education
	Top Line Electric	330.00	000-775	Rep & Maint - repalce motor starter wellhouse #2
	Bear Lake Hardware	<u>229.05</u>	000-775	Rep & Maint - Miss Dig & water supplies
		3,027.26		
Park			531-	
	Griz's Excavating	600.00	000-775	Repair of park drive, truck & delivery (20 yds concrete road gravel)
	Bear Lake Hardware	<u>8.00</u>	000-775	Repair & Maint - pavillion
		608.00		
Major			203-	
Minor	Mark Thompson Tree & Stump	<u>700.00</u>	000-951	Removal of tree & stump on Wise Street
		700.00		
Equipment			649-	
	Bear Lake Hardware	<u>31.97</u>	000-752	Repair & Maint
		31.97		
	Sub-total	4,612.24		
	<i>Council approved bills paid</i>			
Park	Team Elmers	39,546.00	000-810	Hopkins Park drive improvement approv'd 8/10/20 to Park Fund
Minor	Ron Brown & Sons	<u>2,725.00</u>		Repair on Lynn Street - council approved proposal date 8/25/20
	Total Bills to be Paid	\$46,883.24		

CLERKS REPORT