

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

June 16, 2021

Approved minutes with correction, cmc

The regular monthly meeting for 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.

Guests: 1 guest attended the meeting and 1 guest called in.

ROLL CALL:

President: Marla Evans **Council:** Rodney Gee, Shelly Lynnes, John Pelmear, David Ross, Andrea Ware, Natalie Ware

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

Absent: Staff: Josh Newsom

Park Manager: April Maddox

Planning Commissioner: Barb Farfsing

County Commissioner: Pauline Jaquish - absent

Motion to adopt the agenda with additions by Pelmear and seconded N. Ware, motion carried.

- Ayes: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware & Evans
- Nays: None
- Abstain: None
- Absent: None

Additions:

Correspondence – Education on Redevelopment Ready Communities (RRC)

Building, Grounds & Equipment – Cosier Park

New Business - Resignation

PUBLIC COMMENT: None.

CORRESPONDENCE:

- District Health Depart #10 survey – on agenda under Park
- Redevelopment Ready Community training available to council. Email with sign up link will be sent out.

REPORTS:

MINUTES APPROVAL:

Motion to approve May 19, 2021 regular monthly minutes with corrections, by Lynnes, seconded by N. Ware. Motion Carried.

Aye: Gee, Lynnes, Pelmear, A. Ware, N. Ware, Evans

Nay: None

Abstain: Ross

Absent: None

MAINTENANCE REPORT: report read by President Evans, DPW Manager, report on file.

TREASURER’S REPORT: Reviewed by Treasurer Sally King. Written report on file in the 2021 Minutes binder.

May 28, 2021 Fund Balances:

General checking	58,201.52
Water	
Op & Maint (checking)	7,848.18
Receiving (savings)	13,927.41
Water Project Required Accounts	
Bond Reserve Acct	18,142.15
RRI Fund	41,754.86
USDA Required Accounts	
USDA Repayment -Savings	7,079.29
DPW Repayment – checking	6,831.39
DPW Construction – checking	192.23
Park checking	33,029.11
Major Street checking	68,889.64
Minor Street checking	7,185.20
Equipment Fund checking	28,642.82

SAW Grant Account **9,750.85**

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

Spicer Group has not fulfilled their agreement at this time, final payment is being withheld at the request of the Bear Lake Watershed.

Motion to accept the Treasurer's Report as presented by Lynnes, seconded by Gee, motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

AMENDMENTS:

Motion to approve amendments as presented, by N. Ware, seconded by Lynnes, motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Amendments:

General Fund move \$300 from Deputy Clerk/Treasurer to Print & Publishing
move \$8.00 from Deputy Clerk/Treasurer to Trash Bag Expense

Water Fund move \$25 from Supplies to Insurance
move \$50 from Supplies to Bank Fees

Park Fund move \$313 from Prof, Services to Insurance

Equipment Fund move \$700 from Repairs & Maint to Supplies

Note: tools & tool chest purchased from Myrna Walter & David Reed.

Bills to be paid presented by the Clerk. List attached and on file in 2021 Minutes folder.

Motion to pay the bills N. Ware, seconded by Lynnes. Motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

COMMITTEE CHAIR REPORTS:

PARK:

- Park report was given by Park Manager. Park report on file.
 - Discussion was held on a new credit card reader that is portable for the Park Manager. WAVE accounting was suggested.
 - Camper refunds were discussed:

Motion to refund Louis Pomaville half of one month rental minus administrative fee by Pelmeear, seconded by Ross. Motion carried.

Aye: Gee, Pelmeear, Ross, N. Ware
Nay: Lynnes, A. Ware, Evans
Abstain: None
Absent: None

Motion to refund Pete Larrow cancelled reservation, minus administrative fee by Pelmeear, seconded by Ross. Motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Motion to refund Lesleigh & Peggy Freer reservation deposit, minus administrative fee by Pelmeear, seconded by Ross. Motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Motion to refund Sophia & Ray Sosa one night rental minus administrative fee by Pelmeear, seconded by Ross. Motion carried.

Aye: Gee, Lynnes, Pelmeear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None

Absent: None

- District Health #10 survey on using tobacco products in village parks was discussed.

Motion to not do any resolution or ordinance at this time for NO tobacco products in the village parks by Pelmear, seconded by Gee. Motion carried.

Aye: Gee, Pelmear, Ross, A. Ware, Evans

Nay: Lynnes, N. Ware

Abstain: None

Absent: None

- West entrance park drive – President Evans said Newsom had a discussion with Jim Reed and Reed would get back to him with a date to meet. Clerk McPherson stated we have been waiting for months for a date/time to meet with Reed and nothing has happened. Suggested a certified letter is sent with 2 dates and times to meet with the Reeds to discuss this easement matter. Evans will write a letter.
- Osborn lifelong campsite – discussion was held.

Motion to deny the request of a lifelong campsite/no discount for Doug Osborn. He will need to call in each year for reservations by Pelmear, seconded by Lynnes. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

- Discussion was held on doing an event for the Osborn plaque and no event will be done, plaque will be put by Lot #7.
- President Evans suggested we do a plaque for Red & Donna Ronning as they were Park Managers for nearly 20 years.

Motion to do a bench with a small plaque (\$600) for the Ronning's in the campground are by Lynnes, seconded by Ross. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Signs and school signs to be erected are still on the to-do list. Graffiti on streets is wearing off.
- Bear Lake & Pleasanton Township to help financially with road repair on Major streets going to the school/post office/recycling area. Ross stated he has not attended any township meeting to present.

WATER:

- Reviewed in Maintenance Report

BUILDINGS, GROUNDS AND EQUIPMENT:

- Hancock/Ronning Street - Village property, Debano purchase and easement to Adam's property. Tabled to see where the easement off Adam's property may go.
- Gerber Construction/Spicer Group – gutter replacement on the DPW building. Discussion was held on the payment of Gerber Construction invoice for the replacement of the gutter system on the DPW building. Clerk read reply from the Village attorney.

Motion to pay Gerber Construction for the replacement of the gutters with the insurance check by Pelmear, seconded by Ross. Motion failed.

Aye: Pelmear, Evans

Nay: Gee, Lynnes, Ross, A. Ware, N. Ware

Abstain: None

Absent: None

Note: Council feels there should be further investigation on this matter. Ross will check into to this further regarding laws and warranties. Gee will be the point person from here on out.

- Report from the Building & Ground Committee on the 3 buildings the Village owns. Gee reported on the old Municipal building on Lake St.; Kent Compaines from Traverse City will be coming out to look at the floor of the building to see if anything can be done to save it.
- Window upgrade for Village office building has been tabled until decision is made on the old Municipal building.
- Electrical upgrades – have no time commitment from Lakeshore at this time.
- Sale of old tan GMC DPW truck.

Motion to give authority to DPW Manager to sell the old GMC Truck for the best price by N. Ware, seconded by Lynnes. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans

Nay: None
Abstain: None
Absent: None

- Cosier Park – A. Ware reported she had received complaints on the Cosier Park pickle ball court. Cracks and paint wearing off. Clerk McPherson will look at the court.

COUNTY COMMISSIONER REPORT: Pauline Jaquish – no report

BEAR LAKE IMPROVEMENT BOARD: A. Ware, reported the Improvement board voted down an agreement with the Dayton Club to clean out the Lilly pads from the little bay. Next meeting is June 17, 2021

TWO LAKES SEWER AUTHORITY: Evans reported no meeting was held. Evans is trying to connect with a member to get information on the TLSA. Next meeting will be July 7, 2021.

PLANNING COMMISSION: B. Farfsing reported;

- Revised Food Truck application and fees was presented. Discussion was held.

Motion to approve the revised food truck application and fees charged in the village by Lynnes, seconded by Gee. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

- Barb Farfsing has completed the Zoom meetings for the RRC program.

OLD BUSINESS:

- Re-review of the administration of Zoning offer from Manistee County. Amounts for management of the county handling of the administration of Zoning in the Village were incorrect. New amounts are: 1st year = \$4,250, 2 year = \$4,335, 3 year = \$4,421.17.

Motion to contract with Manistee County Planning to administer the Villages Zoning by A. Ware, seconded by Lynnes. Motion carried.

Aye: Gee, Lynnes, Pelmear, A. Ware, N. Ware, Evans
Nay: Ross
Abstain: None
Absent: None

Note: The original contract in February 2021 for 1 year, \$4,250 was rescinded

- Applications for the Clerk position

Motion to have a Special Meeting to interview candidates for the Clerk position on June 30, 2021 at 7pm Village Offices by Lynnes, seconded by A. Ware. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

NEW BUSINESS:

- President Evans would like to have more families or groups involved in a Community Clean-Up month. The DPW Manager has a list of small jobs within the village that could be done by a small group of people.
- Golf Carts in village – discussion was held.
- Ordinance regarding homeless – discussion was held
- Resignation of William Beaver from the Planning Commission was presented by President Evans

Motion to accept the resignation of William Beaver from the Planning Commission by Pelmear, seconded by Gee. Motion carried.

Aye: Gee, Lynnes, Pelmear, Ross, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

PUBLIC COMMENT:

- Jeanne Walsh-Vission – questioned the Planning & Zoning reports from the Manistee County Planning.
- **COUNCIL COMMENT:**
- None

UPCOMING EVENTS or ANNOUNCEMENTS

- Two Lakes Sewer Authority meets 1st Wednesday of ea. month 7pm t Bear Lake Township Hall
- Bear Lake Improvement Board Meeting May 20, 7pm at Bear Lake Township Hall

- Bear Lake Promoters Meeting 1st Wednesday of each month, 8:00am at Grille 44
- Bear Lake Township meeting 3rd Tuesday of each month, 7pm at the township hall
- SMARTrails– meetings on hold.

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

Aye: Gee, Lynnes, Pelmeur, Ross, N. Ware, A. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Meeting adjourned at 9:37p.m.

Next meetings:

Next council regular monthly meeting, July 21, 2021.

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTAL

<u>FUND</u>	<u>Equipment Rental</u>	<u>5/5/2021</u>	<u>5/12/2021</u>	<u>5/19/2021</u>	<u>5/26/2021</u>	<u>TOTALS</u>
Water (2743)	591-000-943	162.55	67.26	84.08	95.29	409.18
Park (2735)	531-463-943	114.36	142.72	179.5	140.43	577.01
Major (2719)	203-463-943			5.61	45.62	51.23
Minor (2727)	202-463-943	62.96		5.61	223.15	291.72
Gen		<u>0.56</u>	<u>1,163.54</u>	<u>56.53</u>	<u>102.45</u>	<u>1,323.08</u>
	TOTALS	340.43	1373.52	331.33	606.94	2652.22

Andrew - park - \$69.85
 David - gen \$1,118.70
 Andrew - park - \$16.26
 Gen - \$50.92
 Andrew - park \$89.98

WAGE TRANSFERS

Payroll Transfer

Wages for period		May-21					
	Honor #'s	2743	2719	2727	2735		
Josh Newsom's Timesheets		Water	Major	Minor	Parks	General	Total
Check date:	5/5/2021	406.55		121.10	242.20	95.15	865.00
	5/12/2021	449.80			242.20	173.00	865.00
	5/19/2021	363.30	34.60	34.60	259.50	173.00	865.00
	5/26/2021	259.50	25.95	164.35	164.35	250.85	865.00
							0.00
							0.00
Total Wages		1,479.15	60.55	320.05	908.25	692.00	3460.00
FICA		113.15	4.63	24.48	69.48	52.94	264.69
Total to transfer		1,592.30	65.18	344.53	977.73		2979.75
	transfer to QB #'s	000-702	463-702	463-702	000-702		
Transfer and post to 101-265-702			60.55	320.05	908.25	n/a	
Transfer and post to 101-690-000		113.15	4.63	24.48	69.48	n/a	
Other Timesheets		Water	Major	Minor	Parks	General	Total
		2743	2719	2727	2735		
From Quickbooks "Wages to Transfer"		500.00			1,882.50	-	2,382.50
							-
Total Wages		500.00	-	-	1,882.50	-	2,382.50
FICA		38.25	-	-	144.01	-	182.26
Total to transfer		538.25	-	-	2,026.51		2,564.76
	transfer from each QB acct	000-702	463-702	463-702	000-702		
Transfer and post to Transfers Out -999		500.00	-	-	1,882.50	n/a	
Transfer and post to 101-690-000		38.25	-	-	144.01	n/a	

CLERKS REPORT

Fund	Payee	Amount	Account #	Notes
General			101-	
	Young, Graham & Wendling	\$200.00	265-801	Monthly retainer \$200
	Jackpine Business Center	\$46.27	265-900	corr tape, folders
	Michigan Municipal League	\$495.00	267-910	Membership dues
		\$98.00	265-702	Wages - Workman's Comp
	Inacomp	\$30.00	215-727	Cloud back-up
	The Pioneer Group	\$104.17	265-900	Print/Pub - clerk position
	Bear Lake Hardware	\$146.93	265-930	Flags, glue,sprinkler, flex hose
		<u>\$6.00</u>	215-727	
		\$1,126.37		
Water			591-	
	Bear Lake Hardware	\$56.08	000-775	Repair & Maint - misc, clamps & general hardware, safwty glasses
	Jack Pine Business Center	\$109.99	000-750	toner for printer
	USDA Blue Book	\$144.04	000-775	Repair & Maint - Quill
		\$52.04	000-775	Repair & Maint - repair kit for pony pump
	Michigan Pipe & Value	<u>\$112.00</u>	000-775	Repair & Maint - parts for water repair
		\$474.15		
Park			531-	
	Bear Lake Hardware	<u>\$137.26</u>	000-775	Repair & Maint - saw chains, bug killer,paint, timer, misc nuts picnic table paint
		\$137.26		
Major			203-	
Minor			202-	
Equipment			649-	
	Bear Lake Ace Hardware	\$21.99	000-782	R&M - small sawzeall blade set
	Northstar Automotive, Inc	\$221.95	000-775	Repair & Maint - brakes, red pick-up
	Saddle Up	\$7.41	000-782	repair & maint - red pick-up, brake fluid
	Auto-Wares	\$26.16	000-782	Repair & maint - power steer fluid & oils
	West Coast Farm Service	<u>\$70.00</u>	000-782	repair & maint - tractor - tire
		\$347.51		
	Total Bills to be Paid	\$2,085.29		