

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

July 22, 2021
Approved minutes

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: 3 guests checked in. 1 guest called in.

ROLL CALL:

President: Marla Evans **Council:** Shelly Lynnes, David Ross, Andrea Ware, Natalie Ware

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

Absent: Rodney Gee, John Pelmeear

Park Manager: April Maddox

Planning Commissioner: Barb Farfsing

County Commissioner: Pauline Jaquish

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

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

Additions:

Old business – Clerk position

Subtractions:

Buildings & Ground - remove, Property purchase – Debanoo and Gerber Construction/Spicer Group

PUBLIC COMMENT: Phone guest Jeanne Vission questioned Village Zoning contract, how long and price.

CORRESPONDENCE:

- Correspondence from Michigan Municipal League (MML) on Fall Conference in Grand Rapids, September 2021 – Council member Lynnes may have some interest in attending.

GUEST SPEAKER: Mike & Kelly Smith introduced themselves and reported on their real estate purchases within Bear Lake. They are interested in possible businesses that would benefit Bear Lake. Discussion was held on possibly some updating to the Lions Club Building and gifting it to the Village of Bear Lake. He will bring a proposal back to the council in August.

REPORTS:

MINUTES APPROVAL:

Motion to approve June 16, 2021 regular monthly minutes with spelling correction, by N. Ware, seconded by A. Ware. Motion Carried.

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

Correction: last page, Clerk report – Equipment – sawzell, corrected to sawzall.

Motion to approve Special Meeting minutes from June 30, 2021 minutes with spell correction, by A. Ware, seconded by Lynnes. Motion Carried.

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

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

This includes Water information.

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

June 30, 2021 Fund Balances:

General checking **50,316.75**
Water
Op & Maint (checking) **10,641.70**

Receiving (savings)	2,043.15
Water Project Required Accounts	
Bond Reserve Acct	18,144.41
RRI Fund	41,760.06
USDA Required Accounts	
USDA Repayment -Savings	11,435.49
DPW Repayment – checking	9,501.66
DPW Construction – checking	192.23
Park checking	28,675.28
Major Street checking	70,951.48
Minor Street checking	7,806.62
Equipment Fund checking	28,855.98
SAW Grant Account	9,751.09

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 A. Ware, seconded by N. Ware, motion carried.

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

Treasurer requested permission to close DPW Construction account. Approval was given by the USDA.

Motion to close DPW Construction account & transfer back remaining funds to the General Account by A. Ware, seconded by Lynnes, motion carried.

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

AMENDMENTS:

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

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

Amendments:

- Park Fund
 - Increase Park Receipts under Income to \$53,000 (\$5k increase)
 - Increase Refunds to \$500 (\$200 increase)
 - Increase Repairs & Maintenance to \$5,000 (\$1,000 increase)
- Minor Street Fund
 - Decrease Capital Outlay to \$0.00 & increase Tree Removal to \$3,500.
 - Decrease Non-Motorized Expense to \$0.00 and increase Tree Removal to \$3,840.
 - Decrease Insurance to \$1,100 and increase Tree Removal to \$3,850

Treasurer spoke on switching the bank that hold Village funds from Honor Bank to Filer Credit Union.

Motion to start the process of moving funds from Honor Bank to Filer Credit Union by Lynnes, seconded by A. Ware. Motion carried.

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

Bills to be paid presented by the Clerk. List attached and on file.

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

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

COMMITTEE CHAIR REPORTS:

PARK:

- Park report was given by Park Manager. Park report on file.
 - Discussion was held which way the cars are parked on long the street. There is no policy on this.
 - Direction of auto/boat parking discussed. No change in the policy. Place an informational sign in parking area next year.
- West entrance park drive – President Evans and Newsom had a meeting with Jim Reed. A certified proposal letter to Mr. Reed in regards to what the Village would like done will be sent.

Motion to ask Village Attorney to draw up a letter to Mr. Jim Reed on the easement proposal for the west entrance to Hopkins Park, by Lynnes, seconded by A. Ware Motion carried.

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

- A. Ware gave a short summary of what the committee discussed on future park rates.

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.
- Sidewalk repair/replacement was discussed. Ross will meet with his committee to review sidewalks in the Village.
- Clerk reported that Hancock/Ronning Streets will need to be measured, a resolution done, and submitted to the state (ACT 51) for review before they can legally become a minor street to the Village.

BUILDINGS, GROUNDS AND EQUIPMENT

- As reported in the Maintenance Report, Josh met with Kent Concrete on Old DPW building, they stated the floor of the main building is repairable, usage dependent. They will send quote information.
- Electrical upgrades – completed by Lakeshore Construction Company

COUNTY COMMISSIONER REPORT: Pauline Jaquish – reported on:

Bear Lake Days and the wonderful turn out. Thanked all the committee members and helpers.
 Arcadia Daze this weekend, still need helpers.
 Manistee County Fair is on August 17-21.
 Bear Lake Community Garage Sale is August 21 and Manistee Recycling Day also.
 Manistee County is looking for a grant writer for many projects they have for the future.
 Medical facility in Manistee will be on the November ballot, bond issue. At this time, they are turning away possible residents due to lack of staff.

BEAR LAKE IMPROVEMENT BOARD: A. Ware, reported 3.2 acres were treated, using less chemicals. Next meeting is August 19, 2021

TWO LAKES SEWER AUTHORITY: Evans reported no meeting was held. Next meeting will be August 4, 2021.

PLANNING COMMISSION: B. Farfsing reported;

- Networks Northwest will be administrating the Public Hearing for the updating of the Recreation Plan. No date has been set at this time. Village council will approve all final content.
- Resignation of Anna Breitner was presented.

Motion to accept the resignation of Anna Breitner from the Planning Committee by A. Ware, seconded by Lynnes. Motion carried.

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

- Three (3) residents interested in joining the Planning Commission. Discussion was held.

Motion to appoint John Virga and Jack Lynnes to the Planning Commission by Ross, seconded by A. Ware. Motion carried.

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

- Next Planning Commission will be on August 10, 2021

OLD BUSINESS:

- Clerk position – current clerk rescinded her resignation and will stay on as the Village Clerk.

Motion to accept the rescinding of the Village Clerk’s resignation by A. Ware, seconded by N. Ware. Motion carried.

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

Nay: None
 Abstain: None
 Absent: Gee & Pelmear

NEW BUSINESS:

- Protec – Right of Way letter was discussed.

Motion to decline the PROTEC Annual Membership by N. Ware, seconded by Lynnes. Motion carried.

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

PUBLIC COMMENT:

- Jaquish through Bear Lake Promoters, has put together a Welcome Wagon basket for new area residents.
- Jeanne Walsh-Vission – questioned FOIA request from the Zoning and Enforcement reports from the Manistee County Planning and the monthly cost to have Manistee County Planning administer it for the Village.

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 Lynnes, seconded N. Ware. Motion carried.

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

Meeting adjourned at 9:55p.m.

Next meetings:

Next council regular monthly meeting, August 18, 2021.

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTALS

<u>FUND</u>	<u>Equipment Rental</u>	<u>6/2/2021</u>	<u>6/9/2021</u>	<u>6/16/2021</u>	<u>6/23/2021</u>	<u>6/30/2021</u>	<u>TOTALS</u>
Water (2743)	591-000-943	140.13	123.31	67.26	137.51	423.85	892.06
Park (2735)	531-463-943	159	175.73	209.6	126.47	214.57	885.37
Major (2719)	203-463-943	5.61				25.95	31.56
Minor (2727)	202-463-943	5.61			11.21	17.3	34.12
Gen		<u>181.28</u>	<u>18.52</u>	<u>90.05</u>	<u>56.46</u>	<u>258.53</u>	604.84
	TOTALS	491.63	317.56	366.91	331.65	940.2	2447.95
		A. Evans Park \$68.09, Gen \$10.92	A. Evans Park \$95.72 & General \$7.31	A. Evans - P - 34.57, Gen - 31.91	A. Evans P- \$65.90 & G. \$5.23 - D. Reed Park \$10.12	Andrew - P - \$58.87, G - \$16.33	

WAGE TRANSFERS

Wages for period		Jun-21					
Honor #'s		2743	2719	2727	2735		
Josh Newsom's Timesheets		Water	Major	Minor	Parks	General	Total
Check date:	6/2/2021	380.60	17.30	17.30	250.85	198.95	865.00
	6/9/2021	527.65			242.20	95.15	865.00
	6/16/2021	242.20			268.15	354.65	865.00
	6/23/2021	493.05	0.00	25.95	138.40	207.60	865.00
	6/30/2021	423.85	25.95	17.30	155.70	242.20	865.00
Vacation pay out	6/2/2021					865.00	865.00
Total Wages		2,067.35	43.25	60.55	1,055.30	1,963.55	5190.00
FICA		158.15	3.31	4.63	80.73	150.21	397.04
Total to transfer		2,225.50	46.56	65.18	1,136.03		3473.27
	transfer to QB #'s	000-702	463-702	463-702	000-702		
Transfer and post to 101-265-702			43.25	60.55	1,055.30	n/a	
Transfer and post to 101-690-000		158.15	3.31	4.63	80.73	n/a	
Other Timesheets		Water	Major	Minor	Parks	General	Total
		2743	2719	2727	2735		
From Quickbooks "Wages to Transfer"		500.00			182.00	-	682.00
							-
Total Wages		500.00	-	-	182.00	-	682.00
FICA		38.25	-	-	13.92	-	52.17
Total to transfer		538.25	-	-	195.92		734.17
	transfer from each QB acct	000-702	463-702	463-702	000-702		
Transfer and post to Transfers Out -999		500.00	-	-	182.00	n/a	
Transfer and post to 101-690-000		38.25	-	-	13.92	n/a	

CLERKS REPORT

2021		1-Jul		
Fund	Payee	Amount	Account #	Notes
General			101-	
	Young, Graham & Wendling	\$328.00	265-801	Monthly retainer \$200
	Jackpine Business Center	\$23.87	215-727	Supplies
	Jackpine Internet Service	\$17.95	265-801	website domain name
	Inacomp	\$30.00	215-727	Cloud back-up
	Manistee County Planning Dept	\$4,250.00	270-000	Contract services -annual zoning, land & code enforcement
	Bear Lake Hardware	\$70.10	265-930	Key box, staples, items for installing bench & hoops @ Coiser Park
	Mark Thompson Tree & Stump Removal	\$212.50	000-951	July Clean-Up
		<u>\$297.50</u>	000-951	June Clean-up
		\$5,229.92		
Water			591-	
	Bear Lake Hardware	\$132.10	000-775	batteries, fans, marking paint & misc.
	Haviland	\$307.40	000-751	Supplies
	Personal Plumbing	\$409.83	000-775	R & M - \$104.75 billed to 7820 Lake for repairs & \$60 for turn off
	SOS Analytical	<u>\$60.00</u>	000-801	out sourcing water sampling
		\$909.33		
Park			531-	
	Bear Lake Hardware	\$462.36	000-775	
	Manistee County Road Commission	\$1,457.78	000-775	Re-graveling the boat launch parking
	Saddle Up	144.37	000-759	Gas & Oil - Gas for mower
	Mark Thompson Tree & Stump Removal	<u>\$350.00</u>	000-951	Tree & stump removal
		\$2,414.51		
Major			203-	
	Ron Brown & Sons	<u>\$179.37</u>	463-782	Repair & Maint -9 yards 9A Special
		\$179.37		
Minor			202-	
	Mark Thompson Tree & Stump Removal	3,850.00	463-782	Removal & clean-up tree on Lynn & 2 on Wise St. Branch on Maple St.
	Ron Brown & Sons	<u>179.37</u>	463-782	Repair & Maint - 9 yards 9A Special
		\$179.37		
Equipment			649-	
	Total Bills to be Paid	\$8,912.50		