

**VILLAGE OF BEAR LAKE COUNCIL**

12376 Virginia Street  
Bear Lake Village Hall

**REGULAR MEETING MINUTES**

August 18, 2021

Approved minutes with corrections, 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:** 2 guests called in; Jeanne Walsh-Vission & John Virga

**ROLL CALL:**

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

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

**Absent:** David Ross & Natalie Ware

**Park Manager:** April Maddox

**Planning Commissioner:** Barb Farfsing

**County Commissioner:** Pauline Jaquish

**Motion to adopt the agenda with addition by A. Ware and seconded Gee, motion carried.**

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

**Additions:**

New business – Report from Manistee County Community Foundation – Blight Fund

**PUBLIC COMMENT:** None

**CORRESPONDENCE:**

- Manistee County 17<sup>th</sup> Regional Summit on September 16, 2021. Council members are invited. Reservation needed, \$20 per person. Village hopes to have a presentation there.

**MINUTES APPROVAL:**

Minutes could not be approved due to the ~~absents~~ **absences** of members in July & August. No quorum.

**REPORTS:**

**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:**

<b>General</b> checking	<b>63,406.94</b>
<b>Water</b>	
Op & Maint (checking)	<b>13,623.89</b>
Receiving (savings)	<b>2,043.15</b>
<b>Water Project Required Accounts</b>	
Bond Reserve Acct	<b>19,470.41</b>
RRI Fund	<b>44,796.06</b>
<b>USDA Required Accounts</b>	
USDA Repayment -Savings	<b>15,789.49</b>
DPW Repayment – checking	<b>6,441.45</b>
DPW Construction – checking	<b>192.24</b>
<b>Park</b> checking	<b>27,084.78</b>
<b>Major Street</b> checking	<b>73,231.40</b>
<b>Minor Street</b> checking	<b>4,835.01</b>
<b>Equipment Fund</b> checking	<b>30,019.01</b>
SAW Grant Account	<b>9,751.35</b>

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

SAW Account Spicer Group was paid in full \$9,725.19. \$26.28 moved to General Fund to close account, August 17, 2021.

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

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

**AMENDMENTS:**

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

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

Amendments:

General Fund            Increase Professional Services by \$5,000  
                                 Increase Printing & Publishing by \$500  
                                 Increase Planning & Zoning by \$600  
Park Fund                Decrease Net Ordinary Income by \$6,100  
                                 Increase Printing & Publishing by \$500.  
                                 Increase Credit Card Services by \$200.  
Water                      Decrease Net Ordinary Income \$700  
                                 Increase Repair & Maintenance to \$1000  
                                 Decrease Utilities by \$1000

Motion to correct the closing of an account from July monthly meeting was tabled due to lack of quorum.

Treasurer reported on the cost of sending out monthly Late Water statements.

**Motion to stop sending monthly late statements & put notice in October newsletter.**

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

**Motion to increase late payment on water bills from \$15 a month to \$20 a month beginning in October 2021, by A. Ware, seconded by Lynnes. Motion carried.**

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

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

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

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

Treasurer would like to add Saddle Up to monthly authorized disbursements as this vendor is used for oil & gas.

**Motion to add Saddle Up to authorized disbursements by A. ware, seconded by Gee. Motion carried.**

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

**COMMITTEE CHAIR REPORTS:**

**PARK:**

- Park report was given by Park Manager. Park Report on file.
- Park Committee Chair Pelmeear reviewed committee's discussion and recommendations to the council on price increase for daily, monthly & seasonal camper rates for 2022.

**Motion to increase seasonal camper rates for 2022 season to \$2,500 lakeside and \$2,200 back lots by A. Ware, seconded by Gee. Motion carried.**

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

**Motion to increase daily camper rates for 2022 season to \$45 lakeside and \$35 back lots by Gee, seconded by A. Ware. Motion carried.**

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

**Motion to increase monthly camper rates for 2022 season to \$900 lakeside and \$800 back lots by A. Ware, seconded by Pelmeear. Motion carried.**

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

- Clerk report, bench for the Ronning's has been ordered. Arrival time is Spring 2022.

**WATER:**

- Newsom presented to the council a water application for hook-up to the Village water system. Discussion was held. According to the Villages Water Ordinance, the Village can ask the property owner to annex their property into the village, discussion was held.

**Motion to approve water hook-up application, contingency of property annexation in the Village by Pelmeear, seconded by A. ware. Motion carried.**

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

Treasurer King will check with county equalization on how to do this.

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

- President Evans asked that "SLOW" school signs be installed before school starts.

**BUILDINGS, GROUNDS AND EQUIPMENT**

- Waiting for resurfacing company to come out and fix the cracks at Coiser Park/Municipal Playground's pickle ball courts. Newsom stated he has one more bench to install and 2 very heavy basketball back boards to put up. He will need additional help as they are very heavy.
- Clerk asked council if they would like to re-apply for the Revenue Sharing Grant in September.

**Motion to re-apply for the Revenue Sharing Grant, snow plow, by Pelmeear, seconded by A. ware. Motion carried.**

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

**COUNTY COMMISSIONER REPORT:** Pauline Jaquish – reported on:

MMR ambulance service through Munson Health Care System regarding staff shortages of local EMT's/paramedics and only paramedics transporting patients.

Eric Sullivan has been helping veterans who need help in Manistee County.

Manistee County Fair is in progress this week, no carnival rides were available this year.

**BEAR LAKE IMPROVEMENT BOARD:** A. Ware, no report. Next meeting is August 19, 2021

**TWO LAKES SEWER AUTHORITY:** Evans reported the regular monthly meeting was not held but a meeting was held in Traverse City. Evans was not able to attend, Clerk McPherson represented the Village

- Overview of meeting; marketing goals & project overview. Overview of community issues, summary and status of funding and next steps. A public hearing will be done possibly the first part of September.

**PLANNING COMMISSION:** B. Farfsing reported;

- Two new members were appointed, John Virga and Jack Lynnes, she is informing them of projects open in Planning.
- She met with a Bear Lake Township Planning member regarding extended boat parking at public beaches. Does the village have a policy on extended boat parking?
- Next Planning Commission will be on September 14, 2021.

**OLD BUSINESS: None**

**NEW BUSINESS:**

- Clerk reported on Manistee County Community Foundation Blight balance \$9,792.77.

**PUBLIC COMMENT:**

- Barb Farfsing asked if Hopkins Park Road and boat parking area was ever approved to improve? Newsom reported it has been improved and will continue to be graded.
- Phone guest Walsh-Vission asked if there is a date for the Public Hearing for the Two Lake Sewer Authority – McPherson’s response, not at this time. Also, she had a concern on the direction of the basketball courts and new hoops going up.

**COUNCIL 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 December 2, 7pm at Bear Lake Township Hall
- Bear Lake Promoters Meeting 1<sup>st</sup> Wednesday of each month, 8:00am at Grille 44
- Bear Lake Township meeting 3rd Monday of each month, at 7pm. Township Hall.
- Manistee Land Bank – 2<sup>nd</sup> Monday at 3pm. Location: Board of Commissioners' meeting room at the Manistee County Courthouse & Government Center, 415 3rd Street, Manistee, MI 49660.
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- SMARTrails – meetings on hold.

**Motion to adjourn the regular monthly meeting was made A. ware, seconded Pelmear. Motion carried.**

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

**Meeting adjourned at 9:21p.m.**

**Next meetings:**

Next council regular monthly meeting, September 15, 2021.

Respectfully submitted by

Cindi McPherson, Clerk

**EQUIPMENT RENTALS**

<u>FUND</u>	<u>Equipment Rental</u>	<u>7/7/2021</u>	<u>7/14/2021</u>	<u>7/21/2021</u>	<u>7/28/2021</u>	<u>TOTALS</u>
Water (2743)	591-000-943	596.85	67.26	216.09	133.6	1013.8
Park (2735)	531-463-943	219.33	71.02	148.85	94.27	533.47
Major (2719)	203-463-943	0.00		28.42	28.68	57.10
Minor (2727)	202-463-943	17.30		28.42		45.72
Gen		<u>106.07</u>	<u>35.85</u>	26.22	<u>47.85</u>	215.99
	<b>TOTALS</b>	<b>939.55</b>	<b>174.13</b>	<b>448</b>	<b>304.4</b>	<b>1866.08</b>

A. Evans  
 Park - 58.64  
 General  
 \$19.82 D.  
 Reed Major  
 - \$20.22

A. Evans P-  
 \$63.63 &  
 G-\$10.92

A. Evans P-  
 \$48.60 Gen  
 \$35.85

A. Evans  
 Park \$80.81

**WAGE TRANSFERS**

Wages for period

Jul-21
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		Honor #'s	2743	2719	2727	2735		
<b>Josh Newsom's Timesheets</b>			Water	Major	Minor	Parks	General	Total
Check date:	7/7/2021		596.85	0.00	17.30	155.70	95.15	865.00
	7/14/2021		389.25			294.10	181.65	865.00
	7/21/2021		519.00	34.60	34.60	138.40	138.40	865.00
	7/28/2021		475.75	8.65		224.90	155.70	865.00
								0.00
								0.00
Total Wages			1,980.85	43.25	51.90	813.10	570.90	3460.00
FICA			151.54	3.31	3.97	62.20	43.67	264.69
Total to transfer			2,132.39	46.56	55.87	875.30		3110.12
		transfer to QB #'s	000-702	463-702	463-702	000-702		
Transfer and post to 101-265-702				43.25	51.90	813.10	n/a	
Transfer and post to 101-690-000			151.54	3.31	3.97	62.20	n/a	
<b>Other Timesheets</b>			Water	Major	Minor	Parks	General	Total
			2743	2719	2727	2735		
From Quickbooks "Wages to Transfer"			500.00	39.00		923.00	-	1,462.00
								-
Total Wages			500.00	39.00	-	923.00	-	1,462.00
FICA			38.25	2.98	-	70.61	-	111.84
Total to transfer			538.25	41.98	-	993.61		1,573.84
		transfer from each QB acct	000-702	463-702	463-702	000-702		
Transfer and post to Transfers Out -999			500.00	39.00	-	923.00	n/a	
Transfer and post to 101-690-000			38.25	2.98	-	70.61	n/a	

Fund	Payee	Amount	Account #	Notes
<b>General</b>			<b>101-</b>	
	Bear Lake Hardware	\$23.99	<b>265-930</b>	Line for trimmer
	Young, Graham & Wendling	\$280.00	265-801	Monthly retainer \$200/ \$80 legal question
	Jackpine Business Center	\$85.94	215-727	Office supplies - 2 boxes of copy paper
	Jack Pine Internet Service	\$144.00	265-801	Domain hosting 9/1/2020-8/31/22
	Keddie Noeconk Library	\$1,200.00	790-000	1/3 share library maint 2021 invoice
	Inacomp	\$30.00	215-727	Cloud back-up
	Michigan Association of Planning	\$8.85	270-000	Planning booklet
	Saddle-Up	<u>\$41.34</u>	265-930	July furl charges allocated to Water
		<b>\$1,814.12</b>		
<b>Water</b>			<b>591-</b>	
	Bear Lake Hardware	\$17.14	000-775	adapter, screw driver, copper pipe
	ETNA Supply - Traverse City	\$209.44	000-775	2 copperhorn 3/4 FXF
	Saddle Up	\$62.62	000-775	July fuel charge allocate to Water
	SOS Analytical	<u>\$75.00</u>	000-801	out sourcing water sampling
		<b>\$364.20</b>		
<b>Park</b>			<b>531-</b>	
	ARVC Michigan	\$542.00	000-801	Camp ground membership
	Bear Lake Hardware	\$129.73	000-775	supplies to fix failed line in the road
	Saddle Up & Grocery	<u>\$73.44</u>	000-759	July Fuel charges allocated to Hopkins Park
		<b>\$745.17</b>		
<b>Major</b>			<b>203-</b>	
		<b>\$0.00</b>		
<b>Minor</b>			<b>202-</b>	
	CSB Industries, LLC	<u>\$2,800.00</u>	<b>463-782</b>	R&M Stuart St. storm sewer, street repair @right of way
		<b>\$2,800.00</b>		
<b>Equipment</b>			<b>649-</b>	
	Bear Lake Ace Hardware	<u>\$14.96</u>	000-782	R&M - chain for limb trimmer
		<b>\$14.96</b>		
	<b>Total Bills to be Paid</b>	<b>\$5,738.45</b>		