

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

September 15, 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 called in; Jeanne Walsh-Vission

ROLL CALL:

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

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

Absent: David Ross

Park Manager: April Maddox

Planning Commissioner: Barb Farfsing

County Commissioner: Pauline Jaquish - absent

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

Ayes: Gee, Lynnes, Pelmear, A, Ware, N. Ware & Evans

Nays: None

Abstain: None

Absent: Ross

Additions: Buildings, etc. – Plow purchase. New Business – Annexation. Old Business – DPW Wages. Planning – Resignation & appointment.

PUBLIC COMMENT: Jim Thompson spoke on his concerns with the Village drain system in front of his house. He presented his hand out to the clerk.

CORRESPONDENCE:

- Manistee County Scrap Tire Event – Saturday, September 25, 2021 10a-2p 14407 Industrial Dr. Kaleva, MI
- Manistee County Road Commission Public Hearing on Petition for Road Abandonment of a portion of Hopkins Road the bisects the Bear Lake Highlands Golf Course. October 20, 2021 6p Manistee Road Commission Offices 8946 Chippewa Highway, Bear Lake.
- EGLE Notice of Authorization – authorized activity at 7494 S. Shore Road, Bear Lake, waterward of Ordinary High-Water Mark construct a 6 ft wide by 71 feet long riprap shoreline protection. Permit # WRP030633 v. 1

MINUTES APPROVAL:

Motion to approve July 22, 2021 minutes by A. Ware and seconded N. Ware, motion carried.

Ayes: Lynnes, A, Ware, N. Ware & Evans

Nays: None

Abstain: Gee, Pelmear

Absent: Ross

Motion to approve August 18, 2021 minutes with corrections by A. Lynnes and seconded Gee, motion carried.

Ayes: Gee, Lynnes, Pelmear, A, Ware, & Evans

Nays: None

Abstain: N. Ware

Absent: Ross

Motion to approve August 25, 2021 Special Meeting minutes with corrections by N. Ware and seconded Lynnes, motion carried.

Ayes: Gee, Lynnes, Pelmear, N. Ware & Evans

Nays: None

Abstain: A. Ware

Absent: Ross

REPORTS:

MAINTENANCE REPORT: report read by President Evans, 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.

August 31, 2021 Fund Balances:

General checking	69,657.17
Water	
Op & Maint (checking)	14,224.54
Receiving (savings)	2,091.95
Water Project Required Accounts	
Bond Reserve Acct	20,354.41
RRI Fund	47,820.06
USDA Required Accounts	
USDA Repayment -Savings	20,143.49
DPW Repayment – checking	7,776.64
DPW Construction – checking	Closed
Park checking	25,464.95
Major Street checking	75,869.46
Minor Street checking	3,202.76
Equipment Fund checking	31,321.56
SAW Grant Account	Closed

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

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

Treasurer presented a correction to July 22, 2021 motion to close DPW Construction account & transfer back remaining funds to General Account. New Motion should read:

Motion to close DPW Construction Account & transfer remaining funds into Water Operating & Maintenance as presented, by A. Ware, seconded by Lynnes, motion carried.

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

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, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: Ross

COMMITTEE CHAIR REPORTS:

PARK:

- Park report was given by Park Manager. Park Report on file.
 - Manager also presented items:
 - Letter to 2021 campers thanking them for camping at Hopkins Park, 2021, Park Rates for 2022 and asking if they will be returning in 2022
 - Polices that will need to be updated for the 2022 Season.
- Park Committee Chair Pelmeear gave an overview of what the Park Committee discussed at their last meeting. They would like to look in to an on-line reservation system. They are aware this could eliminate the Park Manger and give more responsibilities to the host. They are unsure on how they will move forward if they get a reservation system.

Motion to move forward to review on-line camp reservation systems, by Pelmeear, seconded by A. Ware. Motion carried.

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

- President Evans report there have been additional meetings with Reed’s regarding the easement behind their house, into Hopkins Park. She will scribe a letter to The Reed’s asking to attend a council meeting to get more specifics on his concerns with the drains around his property.

WATER:

- None

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Clerk/Street Administrator reported there is approximately \$1,800 of ACT 51 money that will come off the villages account in 2022. Looking for sidewalk areas that need repair or replacement. N. Ware will look at sidewalks that need work. ~~Every year the council will need to approve a sidewalk project.~~

BUILDINGS, GROUNDS AND EQUIPMENT

- Gee said they are waiting on the K Companies to give them a quote on repairs needed on the old Maintenance Building.
- Clerk McPherson stated we are waiting on the resurfacing company to come out and fix the cracks at Coiser Park/Municipal Playground's pickle ball courts. Still in need of getting the basketball hoops up.
- Quotes (3) for the purchase of a snow plow for the pick-up truck were discussed.

Motion to use the old chevy with plow until it dies, or the yellow tractor to push snow banks back at street corners and parking lots, A. Ware, seconded by Pelmeear. Motion carried.

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

COUNTY COMMISSIONER REPORT: Pauline Jaquish – No report.

BEAR LAKE IMPROVEMENT BOARD: A. Ware stated a small area was treated for Milfoil and the next meeting is September 19, 2021

TWO LAKES SEWER AUTHORITY: Evans reported there have been 2 meetings and a Public Hearing is *tentatively* planned for October 6, 2021 at 6pm at the Onekama Lions Club.

PLANNING COMMISSION: B. Farfsing reported;

- Myrna Walters has resigned from the Planning Commission and Barb would like to recommend Char Myers to replace her.

Motion to accept Myrna Walter's resignation from the Planning Commission, Lynnes, seconded by A. Ware. Motion carried.

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

Motion to appoint Char Myers to the Planning Commission, Lynnes, seconded by N. Ware. Motion carried.

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

- Farfsing presented council with Pleasanton Township Ordinance #6-08-2015, on anchoring, hoisting and mooring of unattended boats on the shoreline. Council will review for the October meeting.
- Next Planning Commission will be on October 14, 2021.

OLD BUSINESS:

- The Revenue Share Grant application was not able to be sent in due to quote information not received in time from the companies we requested quotes from.
- Clerk has requested information from the Manistee County Community Foundation on the Limitless Funds to see if it could be used for a purchase of a new snow plow for the pick-up.

Motion to pursue Manistee County Community Foundation for funding (\$5k) for a new snow plow, was made by Pelmeear, seconded Lynnes. Motion carried.

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

- DPW Manager new wages that were approved at the Special Meeting on August 25, 2021 needed to be discussed to make the numbers work for division of funds. Discussion was held.

Motion to amend the weekly amount paid to the DPW Manager will be \$1019.92, Gee, seconded by Pelmeear. Motion carried.

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

NEW BUSINESS:

- The application for Coronavirus Local Fiscal Recovery Fund under the American Rescue Plan Act, was submitted to the Michigan Department of Treasury. Hope to receive the money, \$29,935. 50% in 2021 & remaining 1 year later.

- Clerk reviewed information from the Village attorney on annexation of surrounding properties who have Village water. Russell Street to Potter Street and Potter Street out to US 31. Because our attorney’s firm represents both the Village and Bear Lake Township, need to approve his dual representation.

Motion to check into annexation on properties within Bear Lake Township and get Bear Lake Township approval for our Village attorney representation of both units of government on this issue, by Pelmear and seconded by Gee

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

PUBLIC COMMENT:

- Barb Farfaring asked about water shut offs. Josh needing more help. David Ross’ absences from the village council.

COUNCIL COMMENT:

- None

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 December 2, 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 Monday of each month, at 7pm. Township Hall.
- Manistee Land Bank – 2nd Monday at 3pm. Location: Board of Commissioners' meeting room at the Manistee County Courthouse & Government Center, 415 3rd Street, Manistee, MI 49660.
- SMARTrails – meetings on hold.

Motion to adjourn the regular monthly meeting was made Lynnes, seconded Gee. Motion carried.

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

Meeting adjourned at 9:33p.m.

Next meetings:

Next council regular monthly meeting, October 20, 2021.

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTAL

<u>FUND</u>	<u>Equipment Rental</u>	<u>8/4/2021</u>	<u>8/11/2021</u>	<u>8/18/2021</u>	<u>8/25/2021</u>	<u>TOTALS</u>
Water (2743)	591-000-943	248.96	225.99	71.06	153.29	699.3
Park (2735)	531-463-943	56.05	147.39	130.75	128.12	462.31
Major (2719)	203-463-943		8.57	11.21		19.78
Minor (2727)	202-463-943			28.03	142.47	170.50
Gen		<u>149.17</u>	<u>296.14</u>	<u>53.24</u>	<u>52.83</u>	551.38
	TOTALS	454.18	678.09	294.29	476.71	1903.27

A. Evans
 Park- \$102.55 & \$75.32 & \$23.91
 D. Reed
 Park- \$44.84 & 68.43
 D. Reed
 Water - \$3.80
 Gen - \$22.81
 A. Evans
 Park- 83.28
 D. Reed
 Gen - \$7.60

WAGE TRANSFER

Wages for period		Aug-21					
	Honor #'s	2743	2719	2727	2735		
Josh Newsom's Timesheets		Water	Major	Minor	Parks	General	Total
Check date:	8/4/2021	484.40			207.60	173.00	865.00
	8/11/2021	250.85	60.55		242.20	311.40	865.00
	8/18/2021	406.55	25.95	69.20	138.40	224.90	865.00
	8/25/2021	415.20		95.15	147.05	207.60	865.00
							0.00
							0.00
Total Wages		1,557.00	86.50	164.35	735.25	916.90	3460.00
FICA		119.11	6.62	12.57	56.25	70.14	264.69
Total from transfer		1,676.11	93.12	176.92	791.50		2737.65
	transfer to QB #'s	000-702	463-702	463-702	000-702		
Transfer and post to 101-265-702			86.50	164.35	735.25	n/a	
Transfer and post to 101-690-000		119.11	6.62	12.57	56.25	n/a	
Other Timesheets		Water	Major	Minor	Parks	General	Total
		2743	2719	2727	2735		
							-
From Quickbooks "Wages to Transfer"		539.00			1,979.00	-	2,518.00
							-
Total Wages		539.00	-	-	1,979.00	-	2,518.00
FICA		41.23	-	-	151.39	-	192.63
Total to transfer		580.23	-	-	2,130.39		2,710.63
	transfer from each QB acct	000-702	463-702	463-702	000-702		
Transfer and post to Transfers Out -999		539.00	-	-	1,979.00	n/a	
Transfer and post to 101-690-000		41.23	-	-	151.39	n/a	

CLERKS REPORT

2021

1-Sep

Fund	Payee	Amount	Account #	Notes
General			101-	
	Bear Lake Hardware	\$82.18	265-930	concrete for Coiser Park bench, wasp killer, street sign hardware
*		\$9.59	215-727	office supplies - batterie
*	Young, Graham & Wendling	\$200.00	265-801	Monthly retainer \$200
*	Jackpine Business Center	\$106.48	215-727	Office supplies - 2 ink toners
*	Mark Thompson Tree & Stump Removal	\$212.50	000-951	August Clean-up 2.5 hrs at \$85 an hr.
		\$212.50	000-951	September Clean-up 2.5 hrs \$85 an hr.
*	Summit Fire Protection	\$202.70	265-801	Prof Serv - 2 fire extinguishers for museum
*	Inacomp	\$30.00	265-801	Cloud back-up
		<u>\$883.95</u>	215-727	Clerk Office supplies - new lap top & mouse
		\$1,939.90		
Water			591-	
*	Bear Lake Hardware	\$31.00	000-775	Rep & Maint - wasp & weed killer spray
*	Haviland Products Company	\$314.00	000-751	Supplies
*	SOS Analytical	\$75.00	000-801	out sourcing water sampling - July
		<u>\$75.00</u>	000-801	out sourcing water sampling - Aug
		\$495.00		
Park			531-	
*	Bear Lake Hardware	<u>\$40.54</u>	000-775	Water leak in Park, picnic table repairs
		\$40.54		
Major			203-	
	Manistee County Road Commission	<u>\$616.00</u>	463-782	Smith & Cody St - sign posts
		\$616.00		
Minor			202-	
*	Mark Thompson Tree & Stump Removal	\$400.00	000-951	Lynn Street in front of bus drop off
	Manistee County Road Commission	<u>\$159.07</u>	463-782	Lynn St patching
		\$559.07		
Equipment			649-	
*	Auto Value	\$226.89	000-775	Supplies
*		\$135.42	000-782	Repair & Maint
*	Bear Lake Ace Hardware	<u>\$210.73</u>	000-775	Supplies
		\$573.04		
	Total Bills to be Paid	\$4,223.55		