

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

May 18, 2022
Approved minutes

The regular monthly meeting of 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: John Virga, guest speakers John Judge, realtor and Scott Lee from Lake Street Architecture.

ROLL CALL:

President: Marla Evans **Council:** Rodney Gee, Shelly Lynnes, Andrea Ware, N. Ware. **Treasurer:** Sally King **Clerk:** Cindi McPherson

Staff: Josh Newsom **Absent:** John Pelmeear, David Ross **Park Host:** Jay Krause

Planning Commissioner: Barb Farfsing **County Commissioner:** Pauline Jaquish

Agenda approval:

Motion to approve the agenda with additions by A. Ware/Lynnes, motion carried.

Additional: New Business – Water Committee New Bus. - Resignation

PUBLIC COMMENT: None

CORRESPONDENCE:

- Correspondence from Mike Szokola, Manistee County Planning, the village’s Blight Ordinance needs to be a stand alone ordinance.
- Received Camp Michigan 2022 Directory
- Email from Randy Hyrns regarding his concerns of water cost for part time residents.
- Michigan Municipal League refund check \$1,600 for Michigan Catastrophic Claims Association Surplus Distribution.

GUEST SPEAKERS: John Judge, representative for property owner of the former Lions Club, Mike Smith owner, Judge spoke to the council on internal & external improvements Smith has done or will be doing. Smith would like this building to be used for the community events, meetings, classes and more. Many ideas and thoughts were discussed during the meeting. Scott Lee shared protentional drawings plans. Committee Enrichment Committee will continue to discuss opportunities.

MINUTES APPROVAL:

- **Motion to approve the Public Hearing on Budget 2022-23 by Lynnes/A. Ware,** motion carried.
- The March 20, 2022 unapproved minutes could not be approved due to a lack of quorum of council present from that meeting.
- **Motion to approve the April 20, 2022 minutes by Lynnes/A. Ware,** motion carried.

REPORTS:

MAINTENANCE REPORT: Report read by Newsom, on file.

Discussion on price offered on brown pick-up

Motion to accept offer of \$1,500 on brown pick-up by Lynnes/Gee, motion carried.

TREASURER’S REPORT:

Treasurer’s Report reviewed by Treasurer Sally King. Written report on file.

FILER CREDIT UNION ACCOUNT RECONCILIATION BALANCES

April 30, 2022

General

Checking	\$38,528.27
Savings	\$15,054.61

Water

Op & Maint (checking)	\$13,919.13
Savings	\$5.00
Receiving	\$2,408.79

USDA required accounts

Bond Reserve Acct.	\$23,909.80
RRI Fund	\$45,429.36

Repayment Accounts

USDA Repayment – savings	\$41,810.14
DPW Repayment – Savings	\$6,361.23

Hopkins Park

Checking	\$48,565.81
Savings	\$7.00
Major Streets	
Checking	\$89,554.48
Savings	\$7.00
Local Streets	
Checking	\$10,539.55
Savings	\$7.00
Equipment	
Checking	\$32,002.40
Savings	\$6.20

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

Monthly Authorized Disbursements on file.

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

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

COMMITTEE CHAIR REPORTS: Chair Lynnes

PARK:

- Lynnes suggested landscape timbers around the playground be replaced as some could be hazardous. Some site posts need to be replaced. Site 14 gets water runoff from Maggie’s building, Clerk will follow up with Meg. Tree on site 15 needs to come down, it is in the center of the camp site. Discussion on freezer replacement for fish guts was held. Grant from Manistee County Community Foundation of \$5K for playground equipment or fish cleaning station was discussed. Home Depot also offers a grant for playground equipment. Shelly will investigate these grants. Reservation issues discussed, more training and information to come.
- Park Manager/Host – Jay Krause stated he needs more fire rings, tables on some sites.
- Clerk presented payment to Park Manager/Host as a 1099 or manager as an employee. Village CPA suggested to have Park Manager/Host sign a contract.
- West entrance drive & west park property easement survey was done.
- Update on tree removal on 2 sites: have been removed and replacements will be purchased per Newsom.
- Bench for Ronning’s is here & plaque has been ordered.

Motion to pay Park Manager/Host, Jay Kruse with a 1099, Lynnes/A. Ware, motion carried.

WATER: Chair – A. Ware

- A. Ware presented 3 recommendations to the council from the Water Committee.

Motion to approve all submitted changes to the current Water Ordinance, Lynnes/N. Ware, motion carried. Gee/No.

Motion to approve Treasurer send committee approved customers to County Treasurer for inclusion on property taxes, Lynnes/A. Ware, motion carried.

Motion to approve reinstate late notice mailings by the Treasurer for past due customers, per Water Ordinance, by A. Ware/Gee, motion carried.

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS: Chair - Pelmeare

- Adopted Resolution done on March 20, 2022 to add Ronning & Hancock Streets as Local Streets to Act 51 needs to be rescinded, due to mis-named streets.

Motion made to rescind adopted resolution for Act 51 on Ronning & Hancock streets, A. Ware/ N. Ware, motion carried.

- Stuart Street storm drain repair update, have no money. Public safety grants possible.

BUILDINGS, GROUNDS AND EQUIPMENT: Chair - Gee

- Hopkin’s Park Women’s Restroom window replacement – David Ross will give a quote.
- DPW Sterling truck – getting quote from West Coast Farm Services & Pioneer Diesel on block replacement.
- Quote on snow plow – West Coast \$7000 discussion held.

Motion made to purchase snow plow for GMC truck from West Coast Farm Services for \$7000, pull money forward from 2021 budget that was allocated for it, Gee/ A. Ware, motion carried. Lynnes & N. Ware/No.

- Bear Lake Area Historical Society Museum lease/utilities discussed. This item will be moved to Community Enrichment Committee.
- Follow up on Coiser Park: Basketball hoops install will be done on Saturday, bases are cemented in. Still need to purchase solar motion lights and build up a handicap parking spot. Clerk & DPW Manager will work on this.

COMMUNITY ENRICHMENT: Chair – Gee

- Gee would like to move Village Offices in the old municipal building.
- Reviewing old ordinances.

- Parking/Snow plowing ordinance.

COUNTY COMMISSIONER REPORT: Pauline Jaquish – Dial-a Ride manager of 30 years is retiring, Open House May 24, 2 to 6pm. Manistee County Fair August 16-20, Free admission, charge for Grand Stand events. 1st Demo Derby will be on May 29, 2022, \$12 for Grand Stand seating. Carver Edwards is turning 90 years old on May 27, please send cards to him at the Maples in Frankfort, MI. Work is being done on Medical Care Center in Manistee. Pauline will be ending her elected Commissioner position this December, 6 years.

BEAR LAKE IMPROVEMENT BOARD: A. Ware no report. Next meeting May 20, 2022

TWO LAKES SEWER AUTHORITY: Marla will be able to attend these meetings. Next meeting is June 1, 2022 at 7pm.

PLANNING COMMISSION: Farfsing gave verbal report. Next meeting will be June 14, 2022

- No monthly meeting or Public Hearing on Public Utilities Right of Way was held on May 10, 2022 at 6pm. Barb will check with PC members to see if it can be held before June's Planning meeting.
- Discussion on Village website. John Virga will look into a new website for the village.

OLD BUSINESS:

- DPW Open House, June 17, 2022 6p-8pm. Discussion held.
- American Rescue Plan Act – no action
- Village Clerk position applications, 3 have been received.

NEW BUSINESS:

- Headlee millage rate approval

Motion made to adopt the new Headlee millage of 9.9642 by Lynnes/ A. Ware, motion carried.

- Election process was reviewed by clerk and who is up for re-election or council seats available.
 - Re-election: President and 3 council seats
 - Treasurer and Clerk positions will need re-appointment.
- Code Enforcement update and Manistee County Planning Action Log update by clerk was given. Three properties in the village were given Ordinance violations for blight, 2 properties received a 1st letter for blight. Questions on permits, sign questions, building usage & Zoning questions were addressed.
- Committee members need to meet before June's meeting and documented minutes need to be given to the Clerk.
- Resignation letter from David Ross was presented by President Marla.

Motion made to accept letter of resignation from Council Member David Ross by A. Ware/Gee, motion carried. This seat will need to be appointed; re-election will be in 2024.

PUBLIC COMMENT: None.

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 May 26, 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, at 7pm. Township Hall. With the exception of June, July & August meeting is at 9am.
- 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.

Meeting adjourned at 10:39p.m.

Next meeting:

Next council regular monthly meeting, June 15, 2022.

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTAL

<u>FUND</u>	<u>Equipment Rental</u>	<u>4/1/2022</u>	<u>4/8/2022</u>	<u>4/15/2022</u>	<u>4/22/2022</u>	<u>4/29/2022</u>	<u>TOTALS</u>
Water (520)	591-000-943	\$89.68	\$78.47	\$112.88	\$101.67	\$124.09	\$506.79
Park (521)	531-463-943	\$79.25	\$83.43	\$173.87	\$131.18	\$80.92	\$548.65
Major (522)	203-463-943	\$94.91	\$91.24	\$68.43	\$74.04	\$102.45	\$431.07
Minor (523)	202-463-943	\$72.10	\$0.00	\$0.00	\$5.61	\$102.45	\$180.16
Gen		<u>\$33.63</u>	<u>\$33.63</u>	<u>\$68.04</u>	<u>\$88.27</u>	<u>\$68.04</u>	<u>\$291.61</u>
	TOTALS	\$369.57	\$286.77	\$423.22	\$400.77	\$477.95	\$1,958.28

WAGE TRANSFERS

Wages for period	Apr-22					
Filer Credit Union #'s	520	522	523	521	519	
Josh Newsom's Timesheets	Water	Major	Minor	Park	General	Total
4/6/2022	438.60	102.00	51.00	224.40	204.00	1020.00
4/13/2022	346.80	51.00	0.00	377.40	244.80	1020.00
4/20/2022	357.00	40.80	0.00	479.40	142.80	1020.00
4/27/2022	357.00	91.80	30.60	326.40	214.20	1020.00
						0.00
Total Wages	1,499.40	285.60	81.60	1,407.60	805.80	4080.00
FICA	114.70	21.85	6.24	107.68	61.64	312.12
Total from transfer	<u>1,614.10</u>	<u>307.45</u>	<u>87.84</u>	<u>1,515.28</u>		<u>3524.68</u>
transfer from QB #'s	000-702	463-702	463-702	000-702		
Transfer and post to 101-265-702		285.60	81.60	1,407.60	n/a	
Transfer and post to 101-690-000	114.70	21.85	6.24	107.68	n/a	
Other Timesheets	Water	Major	Minor	Parks	General	Total
	2743	2719	2727	2735		-
From Quickbooks "Wages to Transfer"	500.00			351.00	-	851.00
						-
Total Wages	500.00	-	-	351.00	-	851.00
FICA	38.25	-	-	26.85	-	65.10
Total to transfer	<u>538.25</u>	-	-	<u>377.85</u>		<u>916.10</u>
transfer from each QB acct	000-702	463-702	463-702	000-702		
Transfer and post to Transfers Out 999 -	500.00	-	-	351.00	n/a	
Transfer and post to 101-690-000	38.25	-	-	26.85	n/a	

MAY	Clerks Report 2022			
Fund	Payee	Amount	Account #	Notes
GENERAL			101-	
	Young Graham & Wendling	\$319.00	265-801	Monthly retainer \$200/\$119 review old lease with BL Area Historical Society
	Bear Lake Ace Hardware	\$13.58	265-930	phone line, coupler-2 way
	Jack Pine Business Center	\$20.00	265-900	Print & Publish - brush cards
	Inacomp	\$30.00	265-801	April Cloud back-up
	Munson Hospital Manistee	\$25.00	265-801	Random drug test (John Pelmeary)
	Mark Thompson Tree & Stump Removal	\$297.50	000-951	May 2022 Brush Clean-up 3.5 hrs
	The Pioneer Group	\$129.00	270-000	Plan Comm Public Hear - Ordinance Utility Right of way
	Personal Plumbing, Inc.	<u>\$186.89</u>	265-930	T-Stat manual
		\$1,020.97		
WATER			591-	
	Bear Lake Hardware	\$66.16	000-775	Supplies
	Haviland	\$389.12	000-751	Supplies
	USA Blue Book	\$164.01	000-775	Repair parts
		\$50.10	000-751	Supplies
	Auto Wares Group	\$10.99	000-775	14MM Wrench
	SOS Analytical	<u>\$25.00</u>	000-801	outsource lab testing
		\$705.38		
PARK			531-	
	Act Fast Plumbing Service	\$180.00	000-775	Clean vanity sink drains in cast plumbing - clog
	Fleis & VanderBrink	\$1,900.00	000-775	Staking survey of park Easement limits & Reg of Deeds research.
	Mark Thompson Tree & Stump Removal	\$2,800.00	000-951	2 trees removed on Lot 12 & 13 in Hopkins Park Campground
	Bear Lake Hardware	<u>\$407.15</u>	000-775	Items to repair picnic tables, sink drain cleaners & toilet seats, Park timbers
		\$5,287.15		
MAJOR			203-	
MINOR			202-	
EQUIPMENT			649-	
	Betsie Valley Sales & Service	<u>\$20.99</u>	000-782	Replacement chain for limb cutter.
		\$20.99		
	Total Bills to be Paid	\$7,034.49		