

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

August 17, 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 7:03pm. Pledge of Allegiance was said.

Guests: Char Myers, David Reed, Dick Graham, John Virga

ROLL CALL:

President: Marla Evans **Council:** Rodney Gee, Andrea Ware, Natalie Ware. **Treasurer:** Sally King **Clerk:** Cindi McPherson **Staff:** Josh Newsom **Absent:** John Pelmear, Shelly Lynnes **Park Host:** Jay Krause

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

Agenda approval:

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

Correspondence: Manistee County Community Foundation Blight, Doug Osborn’s letter & David Reed letter.

Park: Invoice for Campmichigan

Streets, Trees, Signs, & Sidewalks: Non-motorized

PUBLIC COMMENT: None

GUEST SPEAKER: Corinna Hervey from H&S Companies joined the meeting via computer. Corinna gave an overview of the yearly audit done by H&S Companies. Bound copy will be available on audit soon. All funds ended in a positive balance. There were no concerns on the audit. Only weakness is staff separation of duties but because of the budgets in small towns this is normal. This is a national weakness. General Fund spent \$28 more than budgeted due to additions including items used in FY 21/22 but not being billed until March/April of 2022.

CORRESPONDENCE:

- Clerk - Manistee County Community Foundation Blight balance \$9,796.06. Also, mentioned Spring Grant Cycle & other grant awards.
- President Evans – Doug Osborn stated his concern of not getting the site at the campground he wanted & felt he was charged more after he added an additional month to his reservation. Also stated concern on a run off drain pipe into a campsite, redoing park bathrooms & replanting trees that were taken out.
- President Evans – David Reed is interested in being appointed as a council member to replace David Ross.

MINUTES APPROVAL:

- The March 20, 2022 unapproved minutes could not be approved due to a lack of quorum of council present from that meeting.
- July 20, 2022 minutes.

Motion to approve the July 20, 2022 minutes as presented by Gee/N. Ware, motion carried.

REPORTS:

MAINTENANCE REPORT: Report read by Newsom, on file.

Newsom spoke on leak detection on US-31, Elmer’s came out for exploration & repairs.

TREASURER’S REPORT:

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

FILER CREDIT UNION ACCOUNT RECONCILIATION BALANCES

June 30, 2022

General

Checking	\$53,013.59
Savings	\$30,088.41

Water

Op & Maint (checking)	\$6,897.88
Savings	\$6.20
Receiving	\$7,327.30

Hopkins Park

Checking	\$17631.15
Savings	\$30,011.47

Major Streets

Checking	\$41,734.75
Savings	\$50,013.67
Local Streets	
Checking	\$13,320.60
Savings	\$8.20
Equipment	
Checking	\$8,954.75
Savings	\$26,011.03
USDA required accounts	
Bond Reserve Acct.	\$25,685.08
RRI Fund	\$48,990.98
Repayment Accounts	
USDA Repayment – savings	\$20,177.06
DPW Repayment – Savings	\$7,986.78

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

Note: Treasurer oversight on Authorized Disbursements, credit card payment was no added in the total amount under General Fund. Correct amount of General Fund Total; \$12,147.43.

Bills to be paid presented by the Clerk with additional bills, Mark Thompson \$1,400.00, USA Blue Book \$60.26 and Haviland Product Company \$419.12. Discussion held on which street tree removal & clean-up was done. Council will hold paying this invoice until clarification on which street clean-up was on. List attached and on file.

Motion to pay the bills as presented with additions of USA Blue Book & Haviland, excluding Mark Thompson’s invoice, by A. Ware/Gee, motion carried.

COMMITTEE CHAIR REPORTS: Chair Lynnes

PARK:

- Krause reported an issue with mini bikes in the park. These are ridden by Bear Lake residents not campers in the park. He will talk to Mr. Osborn. Krause also stated sales at \$71,665 so far.
- Discussion on water run-off from Maggie’s retail building. Josh will follow up with Meg Kieszkowski, owner.
- Evans spoke on additional payment to camp host/manager for the additional time on new reservation system.

Motion to pay an additional onetime \$1800.00 for compensation, pay out first pay week in September 2022 by A. Ware/N. Ware, motion carried.

- West entrance update – Barb Farfsing (from Planning) & Newsom to take letter representing the councils offer & survey to Jim Reed hoping for a signature of agreement. Farfsing said she has been unable to contact him.
- Invoice for Campmichigan membership was discussed. Council does not want to renew this membership for 1 year.

Motion to not renew Campmichigan membership invoice, by Gee/N. Ware, motion carried.

WATER: Chair – A. Ware

- Amendments to Water Ordinance discussed & reviewed at May & June 2022 meetings, amendatory ordinance needs approval.

Motion to adopt an ordinance to amend the Village of Bear Lake Water Ordinance, by A. Ware/Gee, motion carried.

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

- Newsom stated work has started on Main Street by Post Office Building.
- Treasurer King presented Act 51, Non-motorized details. Discussion was held & Council member Natalie Ware will walk to streets with a map and note areas that need improvements. Treasurer suggests \$1200 - 1800 be spent on a sidewalk project yet this year.

BUILDINGS, GROUNDS AND EQUIPMENT: Chair - Gee

- Hopkin’s Park Women’s Restroom window replacement is ordered.
- Follow up on Cosier Park: Solar lights are up. Waiting to hear back on handicap parking area to be done by Ron Brown & Sons.

COMMUNITY ENRICHMENT: Chair – Gee

- Gee reported a hold is on reviewing the lease for the BLAHS as there was no communication from them.
- ARPA funds - Storm Drains -Dick Graham stated the Bear Lake Water Shed could help with grant writing after we find grants to apply for. They will help us do grant writing and contact state representatives for extra support. Revenue Sharing maybe one to apply for.

COUNTY COMMISSIONER REPORT: Pauline Jaquish – Circus will be at Manistee Fair grounds in Onekama, no admission fee charged to enter. Kudos to Fair Board members for their hard work on putting everything together. The Land Bank home on Maple Street will be getting new siding, doors & windows, along with new interior. The Variety lot has had a few individuals interested in

submitting their plans. The committee a few years back had input that they would like to see mixed use of retail & residential for that lot.

BEAR LAKE IMPROVEMENT BOARD: A. Ware no report. Next meeting September 15, 2022

TWO LAKES SEWER AUTHORITY: Clerk followed up with email from Brian Sousa, public meeting should take place end of August to answer community questions from survey. Once that is done another public hearing & then the Rural Development funding application will be submitted. Next meeting is September 7, 2022.

PLANNING COMMISSION: Farfsing gave verbal report. Next meeting will be September 13, 2022

- Farfsing presented a report on area community centers. The findings show there is only one center, Pleasant Township Community Center, that is similar to what they would like for the Lions Club building, Farfsing stated Smith, owner, is waiting on more state requirements. Discussion is on hold.
- Farfsing reported from the PC chairperson there is one property owner out of compliance regarding a storage shed. The Commission decided the owner was not in compliance. She will need to move her shed. Jack Lynnes will follow up with Manistee County Planning.
- Farfsing spoke on signage within the village. Planning will need to bring information to council before next year’s budget approval.
- Discussion was held on the Capital Improvement Program for the Master Plan. Clerk McPherson will share the CIP documents she created.

UNFINISHED BUSINESS:

- Village Clerk position – 5 applications for review, clerk will set appointment times and council will interview candidates at a Special Meeting on Thursday, September 1, 2022 at 6:30p.
- Village Council reorganization – discussion was held, council decided to keep as is.

NEW BUSINESS:

- Instructions for council members fulfilling partial terms was discussed.

PUBLIC COMMENT:

- Jaquish will speak with Blarney Castle to see if they will continue to mow their property at the old 66 station.

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 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 motion was made at 10:02p.m. by N. Ware/Gee. Motion carried.

Next meeting:

Next council regular monthly meeting, September 21, 2022.

Respectfully submitted by

Cindi McPherson, Clerk

EQUIPMENT RENTAL

<u>FUND</u>	<u>Equipment Rental (524)</u>	<u>7/1/2022</u>	<u>7/8/2022</u>	<u>7/15/2022</u>	<u>7/22/2022</u>	<u>7/29/2022</u>	<u>TOTALS</u>
Water (520)	591-000-943	\$106.12	\$66.72	\$126.63	\$175.90	\$149.89	\$625.26
Park (521)	531-463-943	\$89.67	\$117.08	\$164.07	\$152.23	\$95.46	\$618.51
Major (522)	203-463-943	\$0.00	\$7.10			\$11.12	\$18.22
Minor (523)	202-463-943	\$0.50	\$6.66				\$7.16
Gen		<u>\$96.29</u>	<u>\$71.01</u>	<u>\$275.04</u>	<u>\$38.92</u>	<u>\$84.70</u>	<u>\$565.96</u>
	TOTALS	\$292.58	\$268.57	\$565.74	\$367.05	\$341.17	\$1,835.11

WAGE TRANSFERS

Wages for period		Jul-22					
Filer Credit Union	520	521	522	523	519		
Josh Newsom's Timesheets	Water	Park	Major	Minor	General	Total	
7/6/2022	358.40	336.00	0.00	22.40	403.20	1120.00	
7/13/2022	369.60	380.80	78.40	100.80	190.40	1120.00	
7/20/2022	313.60	403.20		44.80	358.40	1120.00	
7/27/2022	604.80	414.40			100.80	1120.00	
						0.00	
Total Wages	1,646.40	1,534.40	78.40	168.00	1,052.80	4480.00	
FICA	125.95	117.38	6.00	12.85	80.54	342.72	
Total from transfer	1,772.35	1,651.78	84.40	180.85		3689.38	
	transfer from QB #'s	000-702	000-702	463-702	463-702		
Transfer and post to 101-265-702			1,534.40	78.40	168.00	n/a	
Transfer and post to 101-690-000	125.95	117.38	6.00	12.85	n/a		
Other Timesheets	Water	Park	Major	Minor	General	Total	
	520	521	522	523			
From Quickbooks "Wages to Transfer"	500.00	442.00	-	-	-	942.00	
						-	
Total Wages	500.00	442.00	-	-	-	942.00	
FICA	38.25	33.81	-	-	-	72.06	
Total to transfer	538.25	475.81	-	-		1,014.06	
	transfer from each QB acct	000-702	000-702	463-702	463-702		
Transfer and post to Transfers Out 999 -	500.00	442.00	-	-	n/a		
Transfer and post to 101-690-000	38.25	33.81	-	-	n/a		

CLERKS REPORT

WATER

591-

Jack Pine Business Center	\$53.99	000-750	Supplies - Toner
Top Line Electric LLC	\$220.00	000-775	R & M -change parameters in VFD for new pump.
Bear Lake Hardware	\$61.14	000-775	battires, uility mark supplies
	\$53.97	000-751	batteries, safety glasses
CCRA Professional Services	\$2,448.00	000-801	16 site inspections - annual service
SOS Analytical	<u>\$75.00</u>	000-801	out source lab testing
	\$2,912.10		

PARK

531-

Campspot Reservations	\$131.00	000-801	Monthly reservation charges
Freeman Creek Equipment	\$89.99	000-775	R&M - mower parts
Bear Lake Hardware	<u>\$95.01</u>	000-775	spray paint, t-bowl cleaner, patio block, misc., drill bit
	\$316.00		

MAJOR

203-

#REF!

MINOR

202-

EQUIPMENT

649-

Auto Wares - Auto Value	\$20.28	000-782	Motor tune up & rope/handle
Betsie Valley Sales & Service	<u>\$201.95</u>	000-782	R&M - spark plugs, filter, air filter
	\$222.23		
Total Bills to be Paid	\$4,214.01		