

# VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street  
Bear Lake Village Hall

## REGULAR MEETING MINUTES

September 21, 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 7:01pm. Pledge of Allegiance was said.

**Guests:** David Reed, Randy Hyrns and Judy Frederickson

### ROLL CALL:

**President:** Marla Evans **Council:** Rodney Gee, Shelly Lynnes (arrival 7:31pm) John Pelmear, & Andrea Ware **Treasurer:** Sally King

**Clerk:** Cindi McPherson **Staff:** Josh Newsom **Absent:** Natalie Ware

**Park Host:** Jay Krause **Planning Commissioner:** Barb Farfsing **County Commissioner:** Pauline Jaquish

### Agenda approval:

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

Before Correspondence: Tringinta Club – Village Clock

Treasurer Report: Amendments

New Business: Resignation – John Pelmear

**PUBLIC COMMENT:** Randy Hyrns would like to know more on the sidewalk repair/replacement and why there are blue utility flags in his front lawn.

**GUESTS:** Tringinta members; Judy Frederickson and Barb Farfsing asked if the Village would co-share maintenance of the Village Clock? They will ask Shad Buckner to work on the clock.

**Motion to approve co-sharing of the Village Clock, including maintenance, with the Tringinta Club by Gee/A. Ware,** motion carried.

### CORRESPONDENCE:

- Clerk shared The Eighteenth Regional Summit for Manistee County on 9/26/2022. Council members welcome, cost is \$15.00.
- President Evans spoke on council members being professional and not part of gossip within the village and at the campground.

### MINUTES APPROVAL:

**Motion to approve the March 20, 2022 minutes as presented by A. Ware/Lynnes,** motion carried.

Tabled approval on minutes from August 17, 2022 and September 1, 2022 due to lack of quorum of those attending the meeting.

### REPORTS:

**MAINTENANCE REPORT:** Report read by Newsom, on file.

Newsom spoke on street repair on Main Street in front of the Post Office by Brown's and Sons starting 9/20/2022. Utility work in the village is underground fiber optics. Tree was removed from the Methodist church property on Main Street.

### 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	\$74,817.73
Savings	\$30,091.35

#### Water

Op & Maint (checking)	\$8,851.65
Savings	\$5.00
Receiving	\$1,827.30

#### Hopkins Park

Checking	\$15,279.39
Savings	\$30,014.41

#### Major Streets

Checking	\$47,461.53
Savings	\$50,018.31

#### Local Streets

Checking	\$14,493.13
Savings	\$8.20
<b>Equipment</b>	
Checking	\$10,002.08
Savings	\$26,013.63
<b>USDA required accounts</b>	
Bond Reserve Acct.	\$25,687.65
RRI Fund	\$48,995.53
<b>Repayment Accounts</b>	
USDA Repayment – savings	\$20,179.16
DPW Repayment – Savings	\$7,987.86

Discussion was held on Authorized Disbursements. Correction made and corrected copy is on file.

**Motion to accept the Treasurer’s Report with change by A. Ware/Lynnes**, motion carried.

Change: Campspot amount, treasurer will correct.

Aportion of the money from delinquent water bills were paid with property taxes, \$5,875.20.

Amendments were presented by Treasurer King.

**Motion to accept the amendments presented by the Treasurer by Lynnes/A. Ware**, motion carried.

**Bills to be paid** presented by the Clerk with additional bill for Mark Thompson \$400.00 for tree and stump removal on Main Street.

**Motion to pay the bills as presented with addition of Mark Thompson’s invoice (\$400.00), by Gee/Lynnes**, motion carried.

Additional invoices to pay:

Team Elmers \$9,876.00 from RRI water fund, emergency repair

**Motion to pay the invoice from Team Elmers for \$9,876.00, by A. Ware/Lynnes**, motion carried.

Michigan Pipe and Valve \$944.50, supplies

**Motion to pay the invoice from Michigan Pipe and Valve for \$944.50, by A. ware/Lynnes**, motion carried.

**COMMITTEE CHAIR REPORTS:** Chair Lynnes

**PARK:**

- Lynnes reviewed items of concerns from campers in the park. President Evans stated Host/Manager and any employee of the Village should maintain a professional manner while in the park and around campers.
- Lynnes stated the Park Committee met and there will be no rate increases in pricing for campers in 2023 season. Clerk reminder Lynnes that a letter needs to be given to seasonal campers if they wish to reserve the same site for Spring 2023 to contact the Hosts, payment would be due March 1, 2023
- Krause (Manager/Host) wanted to know if there would be any changes in certain sites to become daily/monthly, as they make more money than seasonal. No changes at this time.
- Clerk presented a request for the use of the park for Truck or Treat by Tonya Allen.

**Motion to approve Trunk or Treating in Hopkins Park by A. Ware/Gee**, motion carried.

**WATER: Chair – A. Ware** - Nothing to report.

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

- Newsom stated work will start 9/22/2022 on Main Street by Post Office Building, by Ron Brown & Son’s.
- Clerk report – Village request to ACT 51 Certification, to change Lynn & Stuart Streets to Major streets was denied.
- Clerk recommended the Street Administrators duties be given to the DPW Manager. Discussion held. No support was given.

**BUILDINGS, GROUNDS AND EQUIPMENT:** Chair - Gee

- Hopkin’s Park Women’s Restroom window replacement is ordered.
- Follow up on Cosier Park: Waiting to hear back on handicap parking area to be done by Ron Brown & Sons, expected within the week.
- Clerk stated the Bear Lake Area Historical Society asked if they could get \$500.00 left from the insurance money from the water main flooding in the basement. Discussion held, no support.

**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 No discussion.

**COUNTY COMMISSIONER REPORT:** Pauline Jaquish – spoke on County Tax Sale, all parcels sold. New grant writer for the county, Lisa Leady. The Land Bank has great purpose & vision. Dial Ride is available to anyone in the county, usually stops running at 5pm. The Manistee County Fair is looking for additional board members. Contact John Schimke for more information.

**BEAR LAKE IMPROVEMENT BOARD:** A. Ware. Reported 50 acres treated on the lake this year. Next meeting December 1, 2022. Clerk noted a new representative will need to be appointed at the November meeting.

**TWO LAKES SEWER AUTHORITY:** Lynnes reported 75% grant money could be available. The authority has submitted their application, waiting to see if it is qualified. Website for the authority is: [WWW.twolakesewerauthority.com](http://WWW.twolakesewerauthority.com) New meeting dates are the second Tuesday of each month at 7pm.

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

- Farfsing reported Planning Commission member John Virga spoke with Jim Reed regarding easements on the west drive of Hopkins Park. No final outcome at this time.
- Farfsing stated she spoke with Mike at Manistee Planning Commission, regarding Krista Fink’s illegal shed on her property. He will follow-up with her.

**UNFINISHED BUSINESS:**

- Village Clerk position. Tracy Gary was the only candidate. President Evans recommended her for the position. Discussion held.

**Motion to appoint Tracy Gary to a 2-year appointment as Village Clerk by A. Ware/Pelmear,** motion carried.

**Motion to pay \$600 a month to Gary for training by A. Ware, no support. Motion rescinded by W. Ware.**

**Motion to approve pay for Gary at \$1200.00 a month including training beginning October 2022 by Lynnes/Gee,** motion carried.

- John Pelmear handed in his resignation affective immediately.

**Motion to accept John Pelmear’s resignation by A. Ware/Gee,** motion carried.

**NEW BUSINESS:**

- Instructions for council members who may change their minds and want to run for their position or a council member fulfilling partial terms were discussed.

**PUBLIC COMMENT:**

- Hyrns asked if he could fix his sidewalk in front of his place and invoice the village for half, if needed. Yes, according to the ordinance.

**COUNCIL COMMENT:** Council member N. Ware fell while checking & mapping out sidewalks for repair. Broke her glasses & bruised face. She wanted to know if she could get some reimbursement for her glasses. Discussion held, no support.

Who is responsible on the council for projects and grants?

**UPCOMING EVENTS or ANNOUNCEMENTS**

- Two Lakes Sewer Authority meets 1<sup>st</sup> Tuesday of ea. month 7pm at Bear Lake Township Hall
- Bear Lake Improvement Board Meeting 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 3<sup>rd</sup> Tuesday of each month, at 7pm. Township Hall. With the exception of June, July & August meeting is at 9am.
- Manistee Land Bank – 2<sup>nd</sup> Monday at 3pm. Location: Board of Commissioners' meeting room at the Manistee County Courthouse & Government Center, 415 3<sup>rd</sup> Street, Manistee, MI 49660.
- SMARTrails.

**Meeting adjourned motion was made at 9:50p.m. by voice vote.** Motion carried.

**Next meeting:**

Next council regular monthly meeting, October 19, 2022.

Respectfully submitted by

Cindi McPherson, Clerk

**EQUIPMENT RENTAL**

<u>FUND</u>	<u>Equipment Rental (524)</u>	<u>8/5/2022</u>	<u>8/12/2022</u>	<u>8/19/2022</u>	<u>8/26/2022</u>	<u>TOTALS</u>
Water (520)	591-000-943	\$55.60	\$101.52	\$66.72	\$55.60	\$279.44
Park (521)	531-463-943	\$207.29	\$98.42	\$141.03	\$151.67	\$598.41
Major (522)	203-463-943	\$0.00	\$11.12	\$54.35	\$125.38	\$190.85
Minor (523)	202-463-943	\$11.12	\$0.00	\$108.70	\$65.47	\$185.29
Gen		<u>\$31.68</u>	<u>\$49.21</u>	<u>\$133.15</u>	<u>\$80.84</u>	<u>\$294.88</u>

TOTALS \$305.69 \$260.27 \$503.95 \$478.96 \$1,548.87

WAGE TRANSFERS

Wages for period		Aug-22					Total
		520	521	522	523	519	
Filer Credit Union							
<b>Josh Newsom's Timesheets</b>		Water	Park	Major	Minor	General	
8/3/2022		638.40	190.40	56.00		235.20	1120.00
8/10/2022		358.40	380.80	33.60	33.60	313.60	1120.00
8/17/2022		481.60	313.60	44.80	56.00	224.00	1120.00
8/24/2022		280.00	313.60	22.40	56.00	448.00	1120.00
8/31/2022		168.00	380.80	168.00	67.20	336.00	1120.00
<b>Total Wages</b>		<b>1,926.40</b>	<b>1,579.20</b>	<b>324.80</b>	<b>212.80</b>	<b>1,556.80</b>	<b>5600.00</b>
FICA		147.37	120.81	24.85	16.28	119.10	428.40
<b>Total from transfer</b>		<b>2,073.77</b>	<b>1,700.01</b>	<b>349.65</b>	<b>229.08</b>		<b>4352.50</b>
transfer from QB #'s		000-702	000-702	463-702	463-702		
Transfer and post to 101-265-702			1,579.20	324.80	212.80	n/a	
Transfer and post to 101-690-000		147.37	120.81	24.85	16.28	n/a	
<b>Other Timesheets</b>		Water	Park	Major	Minor	General	Total
		520	521	522	523		
From Quickbooks "Wages to Transfer"		500.00	435.50	-	-	-	935.50
<b>Total Wages</b>		<b>500.00</b>	<b>435.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>935.50</b>
FICA		38.25	33.32	-	-	-	71.57
<b>Total to transfer</b>		<b>538.25</b>	<b>468.82</b>	<b>-</b>	<b>-</b>		<b>1,007.07</b>
transfer from each QB acct		000-702	000-702	463-702	463-702		
Transfer and post to Transfers Out 999 -		500.00	435.50	-	-	n/a	
Transfer and post to 101-690-000		38.25	33.32	-	-	n/a	

CLERKS REPORT

September	Clerks Report 2022			
Fund	Payee	Amount	Account #	Notes
<b>GENERAL</b>			<b>101-</b>	
	H&S Companies	\$4,507.50	000-807	Audit 21/22
	Young Graham & Wendling	\$200.00	265-801	Monthly retainer \$200
	Bear Lake Ace Hardware	\$2.79	265-930	key made
	Jack Pine Internet Service	\$25.00	265-801	changes to website
	Inacomp	\$30.00	265-801	August Cloud back-up
	Keddie Norconk Library	\$1,200.00	790-000	Annual maintenance share (1/3 w/ Pleasanton and BL Twp)
	Mark Thompson & Sons	<u>\$297.50</u>	000-951	August brush clean up 2 hrs. \$170/September brush pk-up 1.5 \$127.50
		<b>\$6,262.79</b>		
<b>WATER</b>			<b>591-</b>	
	H&S Companies	\$909.78	000-807	Audit 21/22
	The Pioneer Group	\$483.75	000-900	Water Ordinance Amended
	SOS Analytical	<u>\$75.00</u>	000-801	out source lab testing
		<b>\$1,468.53</b>		
<b>PARK</b>			<b>531-</b>	
	H&S Companies	\$909.73	000-807	Audit 21/22
	Bear Lake Hardware	\$131.44	000-775	bit, strctrl screw, 2x4 & misc.
		<u>\$25.56</u>	000-740	plastic funnel and cleaning supplies
		<b>\$1,066.73</b>		
<b>MAJOR</b>			<b>203-</b>	
	H&S Companies	<u>\$455.24</u>	482-807	Audit 21/22
		<b>\$455.24</b>		
<b>MINOR</b>			<b>202-</b>	
	H&S Companies	\$455.23	482-807	
	Mark Thompson	<u>\$1,400.00</u>		removal & clean up of tree on Smith Street
		<b>\$1,855.23</b>		
<b>EQUIPMENT</b>			<b>649-</b>	
	H&S Companies	\$262.52	000-807	Audit 21/22
	Bear Lake Hardware	\$38.18	000-782	line trimmer & misc general hardware
	Auto Value/Auto Zone	\$81.35	000-782	Grease gun, blk light, grease, needle assem.
	Northstar Automotive	\$83.32	000-782	GMC truck oil change
	Freeman Creek Equipment	<u>\$130.11</u>	000-782	Zero turn front tire/wheel bearing assembly & oil/air filter
		<b>\$595.48</b>		
	<b>Total Bills to be Paid</b>	<b>\$11,704.00</b>		

