

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

June 19, 2019

Approved

The regular meeting of the Bear Lake Village Council was called to order by President Marla Evans at the Village Hall at 7pm. Pledge of Allegiance was said.

ROLL CALL:

Present: President: Marla Evans **Council:** Rodney Gee, Greg McPherson, Ron Ronning, Andrea Ware & Natalie Ware

Treasurer: Sally King, **Clerk:** Cindi McPherson **Staff:** Tony Evans, Larry Gibson

Absent: None

Guests: 3 guests signed in

Motion to adopt the Agenda with addition & cancel item by Ronning and seconded by A. Ware, motion carried.

Ayes: Gee, McPherson, Ronning, A. Ware, N. Ware & Evans

Nays: None

Abstain: None

Absent: None

Note: Add under New Business: Street closure

PARK MANAGER REPORT: Jeff Bair reviewed the park report and monthly occupancy report. Both on file. Two refunds were noted due to weather & could not make reservation. Park Committee to review & follow-up. Bair mentioned that a guest would like to have safety bars added in men's shower. M. Evans will contact contractors for quote to add a safety handle in both showers in the park. Bair did not have an occupancy comparison to 2018. Gravel added on campsite #25 seemed to help with water issue. David Reed added he has received many compliments on the grounds & restroom/showers this year.

PUBLIC COMMENT: None

CORRESPONDENCE:

- Email note, Jason Evans
- Aflac solicitation letter
- Elan City radar speed signs

REPORTS:

Motion to accept the regular meeting minutes from May 15, 2019, Special Meeting DPW Manager Interviews, May 16, 2019, Special Meeting DPW Manager Interviews, May 22, and Special Meeting DPW Building and Legal Item, May 30, 2019, with corrections by McPherson, seconded by A. Ware.

Motion Carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

MAINTENANCE REPORT: Report read by T. Evans. Report on file in May 2019 file.

- T. Evans stated the zero-turn mower will need maintenance work. He will help new DPW Manager, Josh Newsom, learn water testing and other items within the village. Part time employee, David Reed said he would volunteer to clean bathrooms as Josh gets started.

TREASURER’S REPORT: Reviewed by Treasurer. Written report on file in the 2019 Minutes binder.

March 2019 Fund Balances:

General checking total	21,098.65
CD (under general fund, est. April 2019)	30, 000.00
Water checking only	5,290.75
Water Project Required Accounts	
Bond Reserve Acct	10,603.64
RRI Fund	24,276.99
O&M Acct	31,272.65
USDA Required Accounts	
USDA Repayment -Savings	5,577.17
USDA Construction- checking	1,537.29
DPW Repayment – checking	105.06
DPW Construction – checking	105.06
Park checking total	18,527.21
Park CD	33,399.65
Major Street checking total	31,853.83
Minor Street checking total	7,307.08
Equipment Fund checking/savings total	19,840.87
SAW Grant Account	5.03

Note: SAW Grant Fund - This is not village money, does not have a budget. The village just handles it for the Bear Lake Watershed.

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

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Motion to accept amendments to the budget as presented by A. Ware seconded by N. Ware, motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Note: General Fund - amend Printing & Publishing to \$1400 and Clean-up programs to \$800

Water Fund – amend Supplies to \$3000 and Repairs & Maintenance to \$16,000.00

Bills to be paid presented by the Clerk. List attached and on file in 2019 Minutes folder.

Motion to pay the bills by Ronning, seconded by N. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
 Nay: None
 Abstain: None
 Absent: None

Reimbursements: at the end of minutes

COMMITTEE CHAIR REPORTS:

PARK:

Park Report: A. Ware

- Hopkins Park damaged entrance sign is being replaced including posts. Viper Graphics will be handling the rebuilding. MML insurance covered.

Motion to leave the signage letters RED on Hopkins Park entrance sign by Ronning, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Follow-up on cross walk markings on streets by MDOT. It is still on the list for MDOT. Caution pedestrian cross walk sign for the middle of US 31 at Lynn St received & waiting for markings.
- Ronning & Hancock Street – 2 quotes were shared by President Evans. Discussion was held, tabled. Gee will follow up on grades of fill.
- President Evans reported there is a tree that needs to come down on Stuart St. She will contact Mark Thompson.

WATER:

- Clerk reported that the hydrant on the corner of Lake St and Smith St (Lakeside Café) is fixed. Maddie Parrish has agreed to pay \$5K for replacement of hydrant. At this time no money has been received, clerk is trying to contact her for payment.
- Water Generator Maintenance Contract quotes were presented to council by President Evans.

Motion to sign contract with PM Technologies was made by N. Ware, seconded by Gee. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

Motion to approve Water Review Committee (WRC) recommendations was made by McPherson, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans

Nay: None

Abstain: None

Absent: None

Note: WRC recommendations on file.

- Update on Water System Improvement Project from Ken Mlcek, Fleis & VandenBrink, email; New Well and Wellhouse Contract:

The test pumping on the test production well is complete. The test pumping went well and supports that this well will produce plenty of water. We took water samples at the end of last week to test general water quality and we also took a sample to test for PFAS. It will take a couple weeks to receive the results from these water samples. If the water quality from this well is acceptable, we will begin coordination with Cole, Inc. to adjust the contract to install the new well field and well house on the existing well site. We will also proceed with a permit to EGLE (formerly MDEQ) for the new wells. I will keep you posted on the testing results.

Watermain and Water Meter Contract:

I understand ETNA Supply is still trying to work with the Village billing system to interface with the meter reading software. I have continued to pressure ETNA to get this work done and I expect Sally and Cindi

will be working with Tony (from ETNA) very soon to get the meter reading system operational. ETNA will also provide training on the software and meter reading once the system is operational. Gustafson HDD has a few punch list items to complete yet. A couple of these items require paving work and I think they are waiting to coordinate this work with Rieth-Riley. I hope we will see this work completed within the next couple weeks, otherwise, I will start putting some pressure on them to finish up.

Motion to approve payment for Draw #14 was made by A. Ware, seconded by N. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Council Member Ronning reported a turn-off at the curb stop is broken, Smith & Main Street. Tony will look at it and Ken Mlcek will be notified.

BUILDINGS, GROUNDS AND EQUIPMENT:

- Follow up on meeting with Jared Bair, G. McPherson reported all answers to whereabouts of items were satisfactory.
- Clerk McPherson gave an update on the water pipe break & flooding of the Bear Lake Historical Society building basement. Servpro is doing clean up and working with our insurance company, Michigan Municipal League. (MML)
- Big Red update – sold for \$6K
- Lions Club – McPherson reported; Bob Yates is working with a lawyer to finalize the donation of the Lions Club building to the village. His lawyer will do this for no cost.
- DPW Building – clerk reported, waiting for village auditors to finish 2018-2019 audit & send form to the treasury department. Closing on the loan will take place after paperwork is finalized.
- Guest Jeanne asked if the marina was paid up and what section of the village property is he on?

BLIGHT/CABA

BLIGHT: Blight Officer Gibson – gave verbal report. Fourteen letters were written/mailed and a ticket was given, 30 days for resident to comply. Many residents have contacted him for assistance or have completed clean-up. Gibson has 2 community service individuals for the village Clean-Up day. Village will cut grass by Lions Club.

CABA: Rick Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish, no report.

SMARTrail Committee Report: Council Member Gee reported he could not attend meeting, shared minutes from last meeting. on file. He would like the village to find another individual to replace him on this committee.

Bear Lake Improvement Board: McPherson reported BLIB has treated 64 acres this year so far. Last year was only 16 acres. Next meeting is June 20, 2019.

Two Lakes Sewer Collaborative: McPherson reported the Authority is asking each municipality to contribute \$3K for bills. Still waiting on grant funding for this. Wade & Trim will be submitting project information to USDA. Four different options for treatment plants were discussed.

Motion to approve payment of \$3k for bills to Two Lake Sewer Authority was made by A. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Planning Commission:

- Farfsing reviewed Actions Plans from BL Master Plan written in 2014. Regular meeting and public hearing for the village zoning ordinance will be held on June 25, Bear Lake School at 5p.

OLD BUSINESS:

- Community Clean-Up Day report, Clerk McPherson:
The Blight Elimination Fund will pay out \$800 toward dumpster, Padnos will drop a box for old fire hydrant pick-up, need council members to help out and looking for more volunteers. Have a list of clean-up projects at the office.
- New DPW Manager, Josh Newsom will start Tuesday, June 25. We are looking forward to his start.

NEW BUSINESS

- Clerk presented an email from Bear Lake Days regarding street closures.
Motion to approval street closures for BL Days parade and events was made by N. Ware, seconded by Ronning. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

- Clerk presented invoice from Keddie Norconk Memorial Library for 1/3 of the share for maintenance.
Motion to approve payment of \$1,200 for 1/3 of our share for Keddie Norconk Memorial Library of was made by McPherson, seconded by A. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

- Clerk presented 2019 Millage Allowable Tax rate request from Manistee County, 10.3066. 2018 was 10.3108

Motion to approve 2019 Tax Rate Request Millage at 10.3066 maximum allowable was made by Ronning, seconded by N. Ware. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Two applications received for open positions on the Village Council and Planning Commission board. President Evans recommended John Palmear to the Village Council. And the application of David Ross JR. was given to Farfsing for the Planning Commission board for review.

Motion to appoint John Palmear to the Village Council was made by A. Ware, seconded by McPherson. Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware, Evans
Nay: None
Abstain: None
Absent: None

Additional application from Jeanne Walsh-Vission was received for the Beautification/Gardening Committee. Thank you to her for working on the run off area in Hopkins Park and small pocket park.

COUNCIL COMMENT:

- None

PUBLIC COMMENT:

- None

UPCOMING EVENTS

- Vacancies on the planning commission.
- Bear Lake Watershed Annual Fund Raiser, June 22, 2019 at Bear Lake B&B
- Village of Bear Lake Community Clean-Up Day June 29, 2019 9am -1pm
- Manistee County Tire Recycling June 29, 2019 at Manistee County Fair Grounds
- Music on the Water June 29, 2019 1pm -4pm

Next council meeting July 17, 2019

Motion to adjourn the regular monthly meeting was made by McPherson, seconded by N. Ware.

Motion carried.

Aye: Gee, McPherson, Ronning, A. Ware, N. Ware

Nay: Evans

Abstain: None

Absent: None

Meeting adjourned at 9:02p.m.

Cindi McPherson, Village Clerk

REIMBURSEMENTS to the EQUIPMENT FUND and WAGE TRANSFER TO GENERAL FUND:

May 2019 Equipment Fund

REIMBURSEMENTS to the EQUIPMENT FUND and WAGE TRANSFER TO GENERAL FUND:

FUND	Equipment						TOTALS
	Rental	5/1/2019	5/8/2019	5/16/2019	5/22/2019	5/29/2019	
Water	591-000-943		206.58			46.95	253.53
Major	202-463-943	20.47					20.47
Minor	203-463-943	20.47					20.47
Park		<u>239.1</u>		<u>79.7</u>	<u>279.22</u>	<u>58.43</u>	<u>656.45</u>
	TOTALS	280.04	206.58	79.7	279.22	105.38	950.92

Village of Bear Lake

Payroll Transfers

Wages for period

May-19

DPW Manager Timesheets

Pay dates:

	Water	Major	Minor	Parks	General	Total
						-
						-
						-
						-
Total Wages	-	-	-	-	-	-
FICA	-	-	-	-	-	-

Total to transfer	-	-	-	-		-
-------------------	---	---	---	---	--	---

Transfer and post to 101-265-702 - - - - n/a

Transfer and post to 101-690-000 - - - - n/a

Other Timesheets

	Water	Major	Minor	Parks	General	Total
From Quickbooks "Wages to Transfer"	2,845.00	239.00	239.00	939.54		4,262.54
Total Wages	2,845.00	239.00	239.00	939.54	-	4,262.54
FICA	217.64	18.28	18.28	71.87	-	326.08
Total to transfer	3,062.64	257.28	257.28	1,011.41		4,588.62

Transfer and post to Transfers Out 2,845.00 239.00 239.00 939.54 n/a

Transfer and post to 101-690-000 217.64 18.28 18.28 71.87 n/a