

## VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street  
Bear Lake Village Hall

### REGULAR MEETING MINUTES

July 17, 2019

Approved with corrections, CMC

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, John Pelmeear, Ron Ronning, Andrea Ware & Natalie Ware

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

**Absent:** Larry Gibson

**Guests:** 2 guests signed in

**Motion to adopt the Agenda by Ronning and seconded by N. Ware,** motion carried.

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

Nays: None

Abstain: None

Absent: None

**PUBLIC COMMENT:** David Reed spoke on complaints of Hopkins Campground trash pick-up, his volunteer work, Josh needs a helper and no toilet paper in the ladies restroom during Bear Lake Days.

#### CORRESPONDENCE:

- Hopkins Park camper's complaint letter

#### REPORTS:

**Motion to accept the regular meeting minutes from June 19, 2019 by McPherson, seconded by A. Ware. Motion Carried.**

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

Nay: None

Abstain: Pelmeear

Absent: None

**MAINTENANCE REPORT:** Report read by Josh Newsom. He is still getting adjusted to his position. Report on file in July 2019 file.

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

#### March 2019 Fund Balances:

**General** checking total **11,336.21**

**CD** (under general fund, est. April 2019) **30,000.00**

**Water** checking only **5,925.61**

#### Water Project Required Accounts

Bond Reserve Acct **10,606.46**

RRI Fund **24,276.99**

O&M Acct **31,281.15**

#### USDA Required Accounts

USDA Repayment -Savings **5,578.30**

USDA Construction- checking **30,537.51**

DPW Repayment – checking **105.07**

DPW Construction – checking	105.07
<b>Park checking total</b>	<b>25,721.59</b>
<b>Park CD</b>	<b>33,399.65</b>
<b>Major Street</b> checking total	<b>33,575.49</b>
<b>Minor Street</b> checking total	<b>8,213.90</b>
<b>Equipment Fund</b> checking/savings total	<b>20,136.26</b>
<b>SAW Grant Account</b>	<b>12,575.19</b>

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, Pelmeare, Ronning, A. Ware, N. Ware, Evans  
 Nay: None  
 Abstain: None  
 Absent: None

No amendments.

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

**Motion to pay the bills as presented by McPherson, seconded by N. Ware. Motion carried.**

Aye: Gee, McPherson, Pelmeare, 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

- **PARK MANAGER REPORT:** emailed to clerk, read by clerk.
  - Additional information: Showers - \$84.71 and unapproved \$81.00 refund. Discussion held on refunds and refunds without proper protocol – Evans will follow up with Bair.
  - David Reed stated he would write campers in December if there has been nothing done to improve the park and tell them not to come back. President Evans asked him, you would do that? Reed replied, Yes, I would!
  - Discussion on Park Manager doing minor items as his duties.
  - President Evans stated that appointed positions will be reviewed each year. Trash pick-up should be done daily. No helper hired until Josh has time to evaluate his job duties, Evans backs this up.
- Hopkins Park damaged entrance sign is replaced.
- Kayak/Canoe launch – Clerk reported Bear Lake Township to discuss. Later Farfaring reported it was discussed at BL Township meeting, they are in support of the updated agreement & resolution. Both documents will go to their attorney to review.

**STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:**

- Follow-up on cross walk markings on streets by MDOT. It is still on the list for MDOT to mark.
- Ronning & Hancock Street – Gee reported on fill grades options, discussion was held.

**Motion to approve Ron Brown (\$6,410) of 23A sand/gravel for Ronning/Hancock Streets by A. Ware, seconded by G. McPherson. Motion carried.**

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

Absent: None

**WATER:**

Treasurer King reported due to the Water Ordinance update and per our attorney, we do not need a Water Review Board.

**Motion to dissolve Water Review Board was made by A. Ware, seconded by G. McPherson. Motion carried.**

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

- Update on Water System Improvement Project from Ken Mlcek, Fleis & VandenBrink, ~~Aquafer~~ **Aquifer** test water quality is good and test for PFAS OK. Next step to install the new well field and well house on the existing well site, request to ~~DEQ~~ **EGLE**. Waiting for USDA approval

**Motion to approve payment for Draw #15 was made by A. Ware, seconded by Ronning. Motion carried.**

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

**BUILDINGS, GROUNDS AND EQUIPMENT:**

- Clerk McPherson gave an update on the water pipe break & flooding of the Bear Lake Historical Society building basement. Servpro has done clean up and working on contractor bids for construction work with our insurance company, Michigan Municipal League. (MML)
- Lions Club – McPherson reported; he received a Memorandum of Understanding between The Lions Club & The Village of Bear Lake. Our attorney reviewed with no objections. Dave Adams from the Lions Club shared concerns that the Village would allow community activity there. Bob Yates from Lions Club said he had received a tax bill but he will look into the reason.

**Motion to approved the agreement & President Evans to sign the agreement was made by McPherson, seconded by A. Ware. Motion carried.**

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

- Correspondence from the Rolling Thunder group was read by Evans on rental of the Lions Club.
- DPW Building – clerk reported, waiting for village auditors to finish 2018-2019 audit & send form to the treasury department.

**BLIGHT/CABA**

**BLIGHT:** Blight Officer Gibson emailed report clerk gave an overview of email. Report on file in July 2019 folder. Update on Virginia Street property and Jim Reed’s property.

**CABA:** Rick Farfsing – no report

**COUNTY COMMISSIONER REPORT:** Pauline Jaquish reported; At the Manistee Commissioner meeting, a new Veterans Assistant Council position approved. New county treasurer, Rachel Nelsen, she will also chair the Manistee County Land Bank. Manistee County approved Zoning Services for the county. Court house has security scanners in place. Scrap tire drive a success, need more volunteers. BL Promoters having their BL Days event wrap-up next Monday at the BL Township hall. Great event! New volunteers involved. August 17 is the Community Garage Sale. August 11 -17 is Manistee County Fair.

District 10 Health Code approved a Point of Sale Code. Septic/Well inspection required when changing ownership of home/property which has a well or septic..

**SMARTrail Committee Report:** Council Member Gee reported no meeting.

**Bear Lake Improvement Board:** McPherson reported BLIB has treated 65 acres of milfoil this year. Last year only 16 acres were treated. Yates reported a second survey in August for further treatment. This has been the worst year since the treatment began.

**Two Lakes Sewer Collaborative:** McPherson reported there was no meeting in July. Still waiting on grant funding for this. Wade & Trim submitted project information to USDA. Next meeting August 7, 7pm at Bear Lake Township Hall.

**Planning Commission:**

- Farfsing reported on the Public Hearing for the Zoning Ordinance held on June 25, 2019 at 5p at the Bear Lake School. The Planning Commission recommends the council accepts and approves the Bear Lake Village Zoning Ordinance. Discussion was held.
- Rob Carson, Manistee County Planner, spoke on using the County Planning Office for the administration of the Zoning Ordinance. He presented a contract for review. He suggested having Larry Gibson as the enforcement contract agent.

**Motion to accept and approve the Zoning Ordinance for the Village and approve President Evans and Clerk McPherson to sign the Resolution of Adoption was made by McPherson, seconded by Ronning.**

**Motion carried.**

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

Nay: Gee, Pelmeear

Abstain: None

Absent: None

- Planning Commission Chairman Barb Farfsing reported the PC had received 2 applications for members the Planning Commission. The Planning Commission recommends David Ross for the vacant seat on the PC. President Evans recommended appointment of David Ross to the Planning Commission.

**Motion to approve appointment of David Ross to the Planning Commission was made by A. Ware, seconded by McPherson. Motion carried.**

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

Nay: None

Abstain: None

Absent: None

**OLD BUSINESS:**

- Community Clean-Up Day follow-up. President Evans read her overview and thanked all who helped out at the event. A 2<sup>nd</sup> dumpster was ordered and paid for by an anonymous donor (\$800). Thank you to them. A. Ware said her mother wanted to thank the volunteers for cleaning up her items. G. McPherson thanked Jeanne & Lee Vission for their volunteer help in cleaning up in the village.

**NEW BUSINESS: None**

**COUNCIL COMMENT:**

- None

**PUBLIC COMMENT:**

- Pauline Jaquish questioned if the village knew the west bound road coming out of Hopkins Park Campground was owned by Jim Reed? Or does the village have an easement?
- David Reed asked about a Zoning Board of Appeals.
- Jeanne Walsh asked to receive items emailed to council before council meeting. Clerk responded she will need to send in a FOIA Request.

**UPCOMING EVENTS or ANNOUNCEMENTS**

- Vacancies on the planning commission
- Dinner at Bear Lake United Methodist Church
- Bear Lake Community Garage Sale August 17
- Magic Show in Hopkins Park August 17 at 6pm, donations welcome
- Music on the Lake August 24 1-4p

Next council meeting August, 2019

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

**Motion carried.**

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

Nay: None

Abstain: None

Absent: None

**Meeting adjourned at 8:42p.m.**

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Cindi McPherson, Village Clerk

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

**June 2019 Equipment Fund**

<u>FUND</u>	<u>Equipment Rental</u>	<u>6/5/2019</u>	<u>6/14/2019</u>	<u>6/19/2019</u>	<u>6/26/2019</u>	<u>TOTALS</u>
Water	591-558-943	32.87	0	28.17	0	0
Major	202-463-943	0.00	0.00	0	0	0.00
Minor	203-463-943	0.00	0.00	0	0	0.00
Park		<u>65.93</u>	<u>0</u>	<u>76.04</u>	<u>86.83</u>	<u>228.8</u>
	<b>TOTALS</b>	<b>98.8</b>	<b>0</b>	<b>104.21</b>	<b>86.83</b>	<b>289.84</b>

Village of Bear Lake

Payroll Transfers

Wages for period

Jun-19
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**Josh Newsom's Timesheets**

He has not started at this time.

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"	1,992.50	125.00	125.00	1,748.20		3,990.70
Total Wages	1,992.50	125.00	125.00	1,748.20	-	3,990.70
FICA	152.43	9.56	9.56	133.74	-	305.29
Total to transfer	2,144.93	134.56	134.56	1,881.94		4,295.99

Transfer and post to Transfers Out	1,992.50	125.00	125.00	1,748.20	n/a		
Transfer and post to 101-690-000	152.43	9.56	9.56	133.74	n/a		

CLERKS REPORT FOR JULY 2019

Fund	Payee	Amount	Account #	Notes
<b>General</b>			<b>101-</b>	
*	Young, Graham & Wendling	504.00	265-801	Employee compatibility question
*	Keller Thoma	40.00	265-801	Employee issue
*	Jack Pine	25.00	265-801	Changes to website
*		49.00	215-727	Bus cards President, DPW Manager
*	Thompson Tree & Stump	170.00	000-951	Clean-up
*	Thompson Tree & Stump	\$1,000.00	000-951	Removal, Cleanup & Stump Stuart Street
*	The Pioneer Group	91.50	265-900	Plan Comm Public Meet Zoning
*	Inacomp Computer Center	<u>120.00</u>	000-807	Treasurer computer service
		<b>1,999.50</b>		
<b>Water</b>			<b>591-</b>	
*	Young, Graham & Wendling	224.00	265-801	Prof Serv - Water Ordinance & Water Review Committee
*	Manistee County Planning Depart	30.00	000-900	Past due invoice from 7/19/2018
*	Lakeshore Construction	2,826.00	000-775	ADA Vil Off Compliance for DEQ/Water Well Project
*	Michigan Rural Water Association	340.00	000-915	Memebership - Josh/
*	SOS Analytical	169.00	000-751	Supplies - testing supplies
*	JackPine	164.00	000-900	Water letters & bills
*	USA Bluebook	<u>63.93</u>	000-751	Replacement Glass Sample tubes/caution sign slippery wet
		<b>3,816.93</b>		
<b>Park</b>			<b>531-</b>	
*	Paradigm Electric	271.90	000-775	Replace bad light Fixture
*	Auto Wares/Auto Value	40.96	000-775	maint on tan plow truck
*		23.71	000-740	weed whip & chain saw maint
*	Lark Lawn & Garden	31.47	000-775	Repair to Weed whipper
*	Bear Lake Hardware	2.79	000-759	Gas & Oil
*		11.99	000-740	Operating Supplies
*		<u>190.40</u>	000-775	Repair & Maint
		<b>573.22</b>		
<b>Major</b>			<b>203-</b>	
*	Auto Wares/Auto Value	<u>32.23</u>	463-782	Ford (yellow) Tractor maint
		<b>32.23</b>		
<b>Minor</b>			<b>202-</b>	

*	Auto Wares/Auto Value	<u>32.23</u>	463.78	Ford (yellow) Tractor maint
		<b>32.23</b>		

<b>Equipment</b>			<b>649-</b>	
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<b>Total Bills to be Paid</b>	<b>\$6,454.11</b>			
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