

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

September 18, 2019

Approved minutes with corrections & addition, 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 Pelmear, Ron Ronning, Andrea Ware & Natalie Ware

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

Note: Gibson was late 7:10p

Absent: Josh Newsom

Guests: 5 guests signed in. Note: Jaquish & Farfsing are part of the agenda.

Motion to adopt the Agenda by Ronning and seconded by Pelmear, motion carried.

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

Nays: None

Abstain: None

Absent: None

PUBLIC COMMENT: None

CORRESPONDENCE:

- Clerk read email sent to president, Evans, from Christi Johnson and Ken Slater regarding the dirt in their yard from the rain/washout off the village road to the water tower during a rain storm. Further discussion under Streets.
- **Addition: Approved verbiage to Jeannie Walsh's public comment from the last meeting: Jeanne Walsh-Vission, citing the Preliminary Engineering Report of June 2019, questioned why the report references initial connections of 1000 and "Anticipated Connections of 1,457 for the Total Future System... when all assessed parcels are served by the sewer district. This is a 50 % increase. Will taxpayers be forced to hook up down the road even though we have been assured that properties not in the current district, per the map, will not be forced to connect to the sewer down the road.**
She also questioned how the Council and Sewer Authority could vote on one of two options when they have not yet told us that the monthly cost of loan repayment will be.
The TLSA Council member was unable to answer these questions and referred the taxpayer to the upcoming TLSA meeting for answers.
Note: The additional verbiage was emailed to President Evans, prepared by Jeanne Walsh-Vission.

REPORTS:

Motion to accept the regular meeting minutes from August 21, 2019 with additions by McPherson, seconded by A. Ware. Motion Carried.

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

Nay: None

Abstain: None

Absent: None

Motion to accept the Special Meeting minutes from September 3, 2019 by G. McPherson, seconded by Gee. Motion Carried.

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

Nay: None

Abstain: Ronning

Absent: None

MAINTENANCE REPORT: Report compiled by Josh Newsom, read by President. Report on file in September 2019 file.

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

August 2019 Fund Balances:

General checking total **42,962.72**

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

Water checking only **16,854.30**

Water Project Required Accounts

Bond Reserve Acct **10,606.46**

RRI Fund **24,283.50**

O&M Acct **31,281.15**

USDA Required Accounts

USDA Repayment -Savings **5,578.30**

USDA Construction- checking **651.89**

DPW Repayment – checking **105.08**

DPW Construction – checking **105.08**

Park checking total **27,793.15**

Park CD **33,464.85**

Major Street checking total **37,766.47**

Minor Street checking total **3,160.52**

Equipment Fund checking/savings total **22,917.12**

SAW Grant Account **5.14**

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 Ronning seconded by N. Ware, motion carried.

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

Nay: None

Abstain: None

Absent: None

Motion to approve amendments to the budget by McPherson, seconded by A. Ware. Motion Carried.

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

Nay: None

Abstain: None

Absent: None

General Fund:

Increase Trees to \$2400 and Blight Enforcement to \$1700, both from Professional Services (\$1,400.00).

Water Fund:

Increase Professional Services to \$5,500.00, from Repair & Maintenance (\$1500.00)

Park Fund:

Increase Audit to \$1,278.00 and Print & Publish to \$940.00, both from Professional Services (\$518.00)

Major Street Fund:

Increase Audit to \$710.00, from DPW Building Repayment (\$210.00)

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 A. Ware, seconded by Ronning. 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:

- **PARK MANAGER REPORT:** emailed to clerk, read by President Evans. On file in 2019 September folder.
 - Discussion on Life Station, Gibson offered; due to liability, if we have one, it should be up.
- Discussion on:
 - Park Host /Manager
 - Reservation system - tabled
 - % of reservations paid to manager; currently 20% paid on monthly/daily and 10% on seasonal reservations.

Motion to approve the Park Manger & Host job descriptions to include new duties by McPherson, seconded by Pelmeare. Motion carried. Job descriptions in September 2019 folder.

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

Motion to approve a flat reservation fee of 10% per reservation paid to the Park Manager effective 2020 by Pelmeare, seconded by N. Ware. Motion carried.

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

- President Evans presented Fleis and VandenBrink's engineering report and quote on improvements for Hopkins Park.

Motion to approve the full proposal to assist with improvements at Hopkin's Park by Fleis & VandenBrink by McPherson, seconded by Pelmeare. Motion carried.

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

- Kayak/Canoe launch – clerk reported that Bear Lake Township is hoping to have a Special Meeting for the collaboration agreement with the village on Kayak/Canoe launch.

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Discussion on water tower road:
 - Quote from Ron Brown & Son's (\$24,051.00) Improve grade, gravel base and pave with asphalt. Josh noted; permission has been given to drain water (spill ways) on Wayne Reed's property. Quote on file. Tabled

- Rain water has been washing tower road sand/gravel in neighbor’s yard. They would like to see the village put up some type of retaining wall/curb to redirect the water. Discussion was held on possible fencing, retaining wall. Tabled
 - Will need estimates on installing fencing or retaining wall.

WATER:

- Storm drain by Krista LeAnn’s Hair Salon is not compromised per site inspection by MDOT and camera images by Spicer Group/BL Water Shed grant.

BUILDINGS, GROUNDS AND EQUIPMENT:

- Clerk McPherson – update on museum repair from the water main flood; contractor will be CHM Construction, Corey Humes.
- Clerk McPherson reported on the water heater & heating system for village office/museum building. Randy at Hopwoods said to wait until next Spring to replace the system.
- Lions Club – Quit Claim Deed was received from the Lions Club. Bob Yates & David Adams gave accounting report on what is left in the Lions fund after taxes & bills are paid, approx. \$518.24. The Lions Club would like to transfer the ownership to the village. Clerk will contact village attorney for direction on transfer.
- DPW Building – Clerk reported bond attorney sent “Resolution to Authorize Issuance of General Obligation Limited Tax Bond, Series 2019” to be signed for DPW Building construction. (General Obligation Limited Tax bonds, Series 2019)

Motion to approve and sign the General Obligation Limited Tax Bond, Series 2019 by McPherson, seconded by A. Ware. Motion carried.

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

- Municipal Park (Pickle Ball court) – A grant for resurfacing, motion lighting, new benches for the park may be possible through The Manistee Community Foundation, Minger Family Endowment.

Motion to approve writing a \$20K grant for the Municipal Park resurfacing, benches, lighting, new hoops. Village will put in 20% match, made by Ronning, seconded by McPherson. Motion carried.

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

BLIGHT/CABA

BLIGHT: Blight Officer Gibson reported he has issued 2 Blight Tickets, 1 was dismissed and the other has a court date in November.

CABA: Rick Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish reported. The Veteran Affairs office has moved to the Dial-a-Ride building in Manistee, opens end of September 2019. There will be two veteran associates there to help. The Scrap Tire Drive is September 29, \$2 per tire, limit of 10 tires per person. Manistee County is holding a Summit, Jaquish and Clerk McPherson will be attending. Manistee County Fair board needs additional board members, meet first Tuesday of each month, 6:30p at the Manistee Road Commission & Fairgrounds. If interested call Pauline Jaquish.

SMARTrail Committee Report: Council Member Gee has resigned his position. No report.

Bear Lake Improvement Board: McPherson reported BLIB voted to increase the assessment from \$75 to \$175 due to the increase in treatment of milfoil for this year.

Two Lakes Sewer Collaborative: McPherson reported the Sewer Authority voted to build their own system. McPherson was the opposing vote.

Planning Commission:

- Farfsing reported. Farfsing and Clerk McPherson met with the states Redevelopment Ready Community coordinator, Pablo.

Motion to approve signing resolution to proceed with the RRC program of the Michigan Economic Development Corporation was made by McPherson, seconded by A. Ware. Motion carried.

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

Nay: ~~Gee~~, None

Abstain: None

Absent: None

Motion to accept new wording for contract services with Manistee County Planning Commission to “state rate” instead of \$.50 per mile was made by A. Ware, seconded by Pelmeear. Motion carried.

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

Nay: ~~Gee~~ None

Abstain: None

Absent: None

OLD BUSINESS:

None

NEW BUSINESS:

- Clerk & Treasurer presented a proposal to appoint a Deputy Clerk/Treasurer. Discussion was held. **Motion to approve a Deputy/Treasurer appointed position at \$12 per hour was made by Pelmeear, seconded by McPherson. Motion carried.**

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

Nay: None

Abstain: None

Absent: None

COUNCIL COMMENT:

- None

PUBLIC COMMENT:

- Dave Adams suggested contacting at Networks Northwest for grants & assistance in writing.
- Bill & Barb Kaiser (12494 Russell St.) spoke on 3 issues they are having with their property.
 - The hydrant was moved during the water project and is now front of their pole barn driveway.
 - There is flooding from the water run off after a rain
 - They need water hook-up in their pole barn.
 - Additionally, the phone company may be treating the weeds in their ditch with pesticides

Marla will check with Ken Mleck, Fleis & VanderBrink

UPCOMING EVENTS or ANNOUNCEMENTS

- Two Lakes Sewer Meeting, October 2 at 7p at BL Township Building
- Bear Lake Water Improvement Special Meeting Thursday September 19 at 7pm.
- Bear Lake Village Planning Commission meeting October 8, 2019 5pm at BL Village Office Building
- Bear Lake Township Clean-up this Saturday
- Scrap tire September 29 at Manistee Fair Grounds

Next council meeting October 16, 2019

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

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

Nay: None

Abstain: None

Absent: None

Meeting adjourned at 9:41p.m.

Cindi McPherson, Village Clerk

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

<u>FUND</u>	<u>Equipment Rental</u>	<u>8/7/2019</u>	<u>8/14/2019</u>	<u>8/21/2019</u>	<u>8/28/2019</u>	<u>TOTALS</u>
Water	591-000-943	157.28	178.99	142.91	93.9	573.08
Major	203-463-943		21.58			21.58
Minor	202-463-943		26.28	49.81		76.09
Park		<u>64.3</u>	95.1	107.28	102.51	<u>369.19</u>
	TOTALS	221.58	321.95	300	196.41	1039.94

Village of Bear Lake
Payroll Transfers

Wages for period

Aug-19

Jared Bair's Timesheets

	Water	Major	Minor	Parks	General	Total
Pay dates:						-
8/7/2019	460.00			320.00	20.00	800.00
8/14/2019	400.00	24.00	48.00	304.00	24.00	800.00
8/21/2019	408.00		32.00	360.00		800.00
8/28/2019	400.00			400.00		800.00
Total Wages	1,668.00	24.00	80.00	1,384.00	44.00	3,200.00
FICA	127.60	1.84	6.12	105.88	3.37	244.80
Total to transfer	1,795.60	25.84	86.12	1,489.88		3,397.43
Transfer and post to 101-265-702	1,668.00	24.00	80.00	1,384.00	n/a	
Transfer and post to 101-690-000	127.60	1.84	6.12	105.88	n/a	

Other Timesheets

	Water	Major	Minor	Parks	General	Total
						-
From Quickbooks "Wages to Transfer"	4,477.50	603.00	125.00	2,959.84		8,165.34
						-
Total Wages	4,477.50	603.00	125.00	2,959.84	-	8,165.34
FICA	342.53	46.13	9.56	226.43	-	624.65
Total to transfer	4,820.03	649.13	134.56	3,186.27		8,789.99
Transfer and post to Transfers Out	4,477.50	603.00	125.00	2,959.84	n/a	
Transfer and post to 101-690-000	342.53	46.13	9.56	226.43	n/a	

CLERK REPORT AUGUST 2019

Fund	Payee	Amount	Account #	Notes
General			101-	
*	Young, Graham & Wendling	200.00	265-801	Monthly retainer
*	Mark Thompson Tree & Stump	340.00	000-951	Sept brush clean-up
*	Jack Pine	115.95	215-727	Toner, folders
*	Inacomp Computer Center	209.90	215-72	Clerk Computer serviced
*	Gabridge	<u>1,420.00</u>	000-807	2018-2019 Audit
		2,285.85		
Water			591-	
*	USA Bluebook	58.60	000-751	Sample test
*		82.73	000-775	Supplies - testing supplies
*	PM Technologies	837.36	000-775	Pre- maintenance
*	Mead & Hunt	60.00	000-801	prof service
*	SOS Analytical	60.00	000-751	Supplies - testing supplies
*	JackPine	115.95	000-900	Print & Publish
	Bear Lake Hardware	15.82	000-775	Repair
*		56.01	000-751	Supplies - testing supplies
*	Gustafson HDD L.L.C.	5,050.00	000-775	Replace hydrant, Service line to Museum, Repair frozen hydrant
*	Gabridge	<u>887.50</u>	000-801	2018-2019 Audit
		7,223.97		
Park			531-	
*	Paradigm Electric	150.00	000-775	test pedestal for proper operation
*	Auto Wares/Auto Value	14.84	000-775	0-turn repair & maintenance
*	ARVC Michigan	542.00	000-900	Print/Publish - membership
*	Gabridge	639.00	000-807	2018-2019 Audit
*	Bear Lake Hardware	2.79	000-759	gas & oil
*		68.55	000-775	Repair & Maint
*	Jack Pine	<u>130.99</u>	000-900	Laminator
		1,548.17		
Major			203-	
*	Gabridge	<u>355.00</u>	482-807	2018-2019 Audit
		355.00		
Minor			202-	
*	Gabridge	<u>213.00</u>	482-807	2018-2019 Audit
		213.00		
Equipment			649-	
*	Gabridge	35.50	000-807	2018-2019 Audit
*	Northstar Automotive	<u>121.00</u>	000-782	Tractor A/C recharged
		156.50		
Total Bills to be Paid		\$11,782.49		