

VILLAGE OF BEAR LAKE COUNCIL

12376 Virginia Street
Bear Lake Village Hall

REGULAR MEETING MINUTES

August 19, 2020
Approved minutes

The regular 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.

ROLL CALL:

President: Marla Evans **Council:** Rodney Gee, Greg McPherson, John Pelmear, Red Ronning, Andrea Ware, Natalie Ware

Treasurer: Sally King **Clerk:** Cindi McPherson **Staff:** Josh Newsom and Larry Gibson

Absent: **Council:** None

Guests: 6 guests - 1 guest called in on the conference line.

Motion to adopt the Agenda with a change by Ronning and seconded by N. Ware, motion carried.

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

Nays: None

Abstain: None

Absent: None

Change: WATER - Draw #26 moved above Public Comment

WATER:

Draw #26 – Ken Mlcek gave update on the Water Well Project. The village needs to purchase extra equipment, will be reimbursed for it from USDA. Repair leads/clamps, valve turners & pump packing tool kit - \$12,585

Motion to approve Draw # 26, \$97,399.12 by A. Ware and seconded by Ronning, motion carried.

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

Nays: None

Abstain: None

Absent: None

Motion to approve order & village pays in advance for additional items \$12,585 by A. Ware and seconded by Gee, motion carried.

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

Nays: None

Abstain: None

Absent: None

Motion to approve change order #7 for contract #2, \$9,800.00 by McPherson and seconded by Gee, motion carried.

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

Nays: None

Abstain: None

Absent: None

Note: Change order is for 500' of hose to provide an outlet for well flushing & testing at well site on Smith St. & Potter Road.

PUBLIC COMMENT: Mark Sedlak spoke for a group of Hopkins Park Seasonal campers on concerns they have regarding the camp ground. Concerns: seasonal campers getting requested lots they have had for years. Drive needs to be regraded and oiled, concerns on the cleaning of the bathrooms, locals having the code to the camper's bathrooms, lack of mowing, host does not do anything, campers having to take their own garbage to the dumpster and fireworks after the 4th of July.

Lori Fifield spoke loves the campground. Said the bathrooms are the cleanest they have ever been.

CORRESPONDENCE: Clerk summarized several emails on Hopkins Park issues, culvert/street issue on Lynn Street graffiti on Lynn Street, brush pick-up, loud music in town, dead tree on water tower road, animal control ordinance, purchase of grill at the beach by Blarney Castle gas station and yard watering, Cosier Park. These items will be addressed during each of the committee reports.

REPORTS:

MINUTES APPROVAL:

Motion to approve July 15, 2020 minutes with correction, by A. Ware, seconded by N. Ware. Motion Carried.

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

Nay: None

Abstain: McPherson

Absent: None

Correction: On page 6, under last Public Comment, the village is expected to receive the reduced amount DNR grant for a Hopkins Park project, cmc.

MAINTENANCE REPORT: Josh Newsom – report on file.

Newsom asked if he could purchase a new Limb saw/pole trimmer & safety items, cost approximately \$400.00.

Motion to approve purchase of a limb saw & trimmer attachments, by Pelmear, seconded by A. Ware. Motion Carried.

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

Nay: None

Abstain: None

Absent: None

TREASURER’S REPORT:

Reviewed by Treasurer Sally King. Written report on file in the 2020 Minutes binder.

July 31, 2020 Fund Balances:

General checking 126,595.82

Water

Op & Maint (checking) 12,031.49

Receiving (savings) 9,628.24

Water Project Required Accounts

Bond Reserve Acct 14,595.13

RRI Fund 33,415.93

USDA Required Accounts

USDA Repayment -Savings 15,996.59

USDA Construction- checking 5,376.16

DPW Repayment – checking 4,855.91

DPW Construction – checking 154.22

Park checking 13,446.75

Park CD 33,713.09

Major Street checking 50,849.33

Minor Street checking 3,483.06

Equipment Fund checking 26,826.63

SAW Grant Account 9,742.93

Note: SAW Grant Fund - This is not village money, does not have a budget.

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

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

Nay: None

Abstain: None

Absent: None

Amendments:

General Fund

- Increase Repair & Maintenance by \$15,384 (to \$21,854) to account for purchase of basketball hoops/back boards & resurface of Cosier Park.
- Increase Other Revenue to \$22,000 and Professional Services to \$11,800 to account for Village \$4,000 match for Manistee County Community Foundation grant.
- Move \$80 from Clean-Up Programs to Trash Bag Expense

Water Fund

- Increase Other Income budget figure to \$3,150 to account for return of funds from H&S Companies
- Increase Professional services to \$11,500 to account for H&S payment

Park Fund

- Move \$631 from Tree Removal to:
 - Refunds - \$46
 - Professional Service - \$48
 - Print & Publish - \$537

Motion to approve amendments as presented by Ronning, seconded by Pelmear, motion carried.

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

Nay: None
Abstain: None
Absent: None

Bills to be paid presented by the Clerk. List attached and on file in 2020 Minutes folder.

Motion to pay the bills as presented by N. ware, seconded by A. Ware. Motion carried.

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

Reimbursements: at the end of minutes

COMMITTEE CHAIR REPORTS:

PARK:

Clerk read resignation from Jeff Bair, Hopkins Park Manager

Motion to accept Jeff Bair's resignation as Hopkins Park Manager by N. Ware, seconded by Pelmeear. Motion carried.

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

Discussion on the question Bair asked, payment to Jeff Bair when reservations made by him are paid, do we pay him? Per our attorney; the provision authorizes compensation "as determined by the council". As a result, the Council has the authority to determine when the compensation will be paid.

Bair did not give any notice, email resignation sent to President Evans on July 29, 2020.

Motion to pay Jeff Bair \$0 for any reservations collected after his resignation.by N. Ware, seconded by Pelmeear. Motion carried.

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

Park Report: Sally King Interim Park Manager

- Discussion was held on Hopkins Park Campground issues as presented by campers.
 - Campers now have to dump their own garbage in the trash bin.
 - Seasonal should be able to sign up for their lots when they leave in the Fall
 - Bathroom cleaning, key code given out to locals – change code, no locals get the code.
 - Mowing/weed whipping
 - Bumpy road and dust control – DPW Manager to grade, will contact Beckman regarding dust control.

Per President Evans, park issues will be handled by the Park Committee and will bring recommendation to the September meeting.

Sally King will write a letter to seasonal campers apologizing for the misunderstanding of seasonal campers reserving site at the end of the season. Park Committee will decide deposit amount.

- **Motion to have the dumpster moved back to the DPW Building site by N. Ware, seconded by Pelmeear. Motion carried.**

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

Note: DPW Manager will pick up trash weekly and DPW Maint. Helper will do it on the weekends.

Motion to allow seasonal campers to choose first & second choice of site in the upcoming season, by Ronning, seconded by McPherson. Motion carried.

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

Discussion on an interim Park Manager and part-time Hopkins Campground helper.

Motion to appoint Sally King as interim Hopkins Campground Park Manager, by McPherson, seconded by Pelmeear. Motion carried.

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

Abstain: None
Absent: None

Motion to appoint David Reed as part-time Hopkins Campground maintenance helper, no more than 20 hrs a week at \$12 an hour by McPherson, seconded by Pelmear. Motion carried.

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

DNR Grant – project for the \$28k grant would cover a redo of the west entrance to Hopkins Park however there was an easement issue found when Fleis & Vanderbrink did the survey. The platted map shows the platted road does not follow the legal description. The entrance actually is on part of the Jim Reeds property. If the entrance was done correctly, part of Jim Reeds build would be in the right of way of the platted road. Village attorney gave council 3 ways to deal with this issue; have Reed’s grant an easement/village allows the portion of Reeds building an easement. The village physically moves the road as platted, or village could do a lawsuit against the Reeds, Public High-Way-By User. President Evans and DPW Manager, Newsom will talk with Jim Reed regarding the easement.

Motion to do the easement direction, by Pelmear, seconded by Ronning. Motion carried.

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

Property lines - Village/Hyrns, Mr. Randy Hyrns brought to the treasurer’s attention, there is 30 feet of property that the village owns east of the Cosier Park that has always been considered part of the Hyrns property but he has found out it belongs to the Village. Hyrns would like the Village’s permission to change the property lines.

Motion to deed property to Hyrns. Hyrns to pay any related cost, by Pelmear, seconded by Ronning. Motion carried.

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

STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS:

- Culvert on Lynn Street – discussion was held and Josh will contact CSB to clean the culvert and fix the street.
- Graffiti on Lynn street – Discussion was held – Slow School sign in neon green will be put up on the streets around the school. Signs have already been purchased.
- Dead tree at entrance of water tower road – Josh will look into this.
- Sidewalk repair/Revenue Share Grant quotes – quote from Elmer’s to repair was \$76,140.00
- **Motion to approve Lake Shore Construction to proceed with sidewalk repair by Ronning, seconded by McPherson. Motion carried.**

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

WATER:

- Moved above Public Comment for this meeting only.

BUILDINGS, GROUNDS AND EQUIPMENT:

- DPW Building Draw #6 was presented; Gerber Construction \$117,581.00 and Spicer Group \$215.00

Motion to approve paying Draw #6, by N. Ware, seconded by Pelmear. Motion carried.

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

- Cosier Park report submitted by Rick Farfsing. On file in the 2020 minutes folder.
- The Pickleball group had a gathering at the park to announce the newly resurfaced court at the Cosier Park. The group will use the courts on Monday evenings 5-8p for Pickleball play open to anyone. Farfsing also took care of an infestation of ants in the park and will keep an eye on them. 2 additional basketball baskets will go perpendicular to the courts. Additional benches have been shipped. Additional signage and handicapped access will be added.
- Email from Margaret Zimmerman was discussed on Pickleball use of courts Monday nights. Barb Farfsing gave history on Cosier Park.

- Lions Club building – President Evans asked council members if the Lions Club building should be sold with contents (wheelchairs, lift, kitchen appliances) included or take them out?

Motion to donate wheelchairs and sell kitchen appliances with building, get appraisal done on equipment, by McPherson, seconded by A. Ware. Motion carried.

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

BLIGHT/CABA

- Clerk reported - Manistee Community Foundation Blight Elimination Fund balance amount is \$9,739.13
- Manistee County Recycles – Scrap tire drop-off event Saturday, September 26, 10a – 2p and Bay Area Recycling for Charities. Go to MYBARC.ORG for more information.

BLIGHT: Blight Officer Gibson’s report is on file. Larry Gibson’s resignation letter presented.

Larry Gibson has accepted a position at Manistee County Planning Department as county Code Enforcement Officer. He will still be doing blight enforcement in the Village just through Manistee County Planning Department. To report blight in the Village you will find the form on the village website, www.bearlakemichigan.org or a paper copy can be picked up at the Village office. T – TH, 1p -3.

Motion to accept Larry Gibson’s resignation as the Village of Bear Lake’s Blight Enforcement Officer, by A. Ware, seconded by Pelmear. Motion carried.

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

CABA: R. Farfsing – no report

COUNTY COMMISSIONER REPORT: Pauline Jaquish – Land Bank properties in the village will be mowed by Steve Allen. Maple Street property has been inspected by a contractor and it looks like it can be rehabed.

SMARTrail Committee Report: No report. Looking for a resident to attend these meetings. Rob Carson is head of this committee now.

Bear Lake Improvement Board: McPherson reported, 14 acres treatment was done. Next meeting will be August 20, 2020.

Two Lakes Sewer Collaborative: McPherson reported no meeting. Next meeting will be September 2, 2020

Planning Commission: B. Farfsing – reported concerns regarding Cosier Park, ATV’s/golf carts/ dirt bikes in the Village. Food truck application fee, should be looked at. A variance was presented to the Planning Commission regarding a small storage shed behind the book store, minimal property to put it on. Property owner next door will need to be contacted. Next meeting is September 8, 2020

OLD BUSINESS:

- Clock tower – President Evans reported on the bricks that are placed around the base of the tower clock, they are at the home of Marilyn McCarthy and she would like them removed. Josh will stop by and pick them up and store them in the old maintenance building. These bricks can be engraved.

NEW BUSINESS:

- Keddie Norconk Memorial Library annual payment of \$1,200 was presented. Treasurer would like this added to the Authorized Disbursements.

Motion to pay the annual \$1,200 invoice to the Keddie Norconk Memorial Library & added to the Authorization Disbursement list, by McPherson, seconded by A. Ware. Motion carried.

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

- Golf cart & dirt bike/ATV unlicensed – Per Rob Carson, Manistee County Planning Director, unless the Village has passed an ORV Ordinance they are currently not allowed on village streets. The enforcement of this will be done by the Sheriff’s Department.
- Animal Control Ordinance – Tabled for Septembers meeting. Village ordinance is only “Keeping of Pets”. Page 79 of the Village Zoning Ordinance. At this time the Village Animal Control Ordinance does not need to be updated.
- Noise Ordinance – a resident has email regarding the music from Maggie’s store. There has been a verbal complaint from an employee at Filer Credit Union. This ordinance is enforced by the Sheriff’s Department not the Village Council. President Evans will communicate with resident to call the Sheriffs Department and file a complaint.
- New computer for Treasurer – the Treasurer is in need of a new computer with more RAM, larger hard drive and a larger screen. Due to the new water system billing. Approximate pricing is \$569 for computer plus \$115 for screen.

Motion to purchase a new computer for the Treasurer, by A. Ware, seconded by McPherson. Motion carried.

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

COUNCIL COMMENT:

PUBLIC COMMENT: Larry Gibson stated he will be training new CERT team members and there is a need for more volunteers. Application can be found on the Sheriff's website.

Jannene Gee said she did not realize the issue of the rows of corn she planted next to the street.

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 July 16, 7pm at Bear Lake Township Hall
- Bear Lake Promoters Meeting 1st Wednesday of each month, 8:00a at Grille 44
- Bear Lake Township meeting 3rd Tuesday of each month, 7pm at the township hall
- SMARTrails

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

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

Meeting adjourned at 9:41 p.m.

Next council meeting September 16, 2020

Respectfully submitted by

Cindi McPherson, Clerk

<u>FUND</u>	<u>Equipment Rental</u>	<u>7/1/2020</u>	<u>7/8/2020</u>	<u>7/15/2020</u>	<u>7/22/2020</u>	<u>7/29/2020</u>	<u>TOTALS</u>
Water	591-000-943	85.94	60.66	118.79	80.88	101.1	447.37
Park	531-463-943	112.64	137.69	30.33	212.98	237.69	731.33
Major	203-463-943			0	10.11		10.11
Minor	202-463-943			0			0.00
Gen		<u>317.87</u>	<u>36.27</u>	<u>196.28</u>	<u>30.33</u>	<u>45.76</u>	626.51
	TOTALS	516.45	234.62	345.4	334.3	384.55	1815.32

Village of Bear Lake

Payroll Transfers

Wages for period

Jul-20

Josh Newsom's Timesheets

	Water	Major	Minor	Parks	General	Total
Pay dates:						-
7/1/2020	346.08			238.96	238.96	824.00
7/8/2020	271.92			387.28	164.80	824.00
7/15/2020	395.52			189.52	238.96	824.00
7/22/2020	263.68	24.72		321.36	214.24	824.00
7/29/2020	321.36			321.36	181.28	824.00
Total Wages	1,598.56	24.72	-	1,458.48	1,038.24	4,120.00
FICA	122.29	1.89	-	111.57	79.43	315.18
Total to transfer	1,720.85	26.61	-	1,570.05		3,317.51

Transfer and post to 101-265-702

1,598.56	24.72	-	1,458.48	n/a
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Transfer and post to 101-690-000

122.29	1.89	-	111.57	n/a
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Other Timesheets

	Water	Major	Minor	Parks	General	Total
	350.00			1,311.00		1,661.00
From Quickbooks "Wages to Transfer"						-
						-
Total Wages	350.00	-	-	1,311.00	-	1,661.00
FICA	26.78	-	-	100.29	-	127.07
Total to transfer	376.78	-	-	1,411.29		1,788.07

Transfer and post to Transfers Out

350.00	-	-	1,311.00	n/a
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Transfer and post to 101-690-000

26.78	-	-	100.29	n/a
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Aug-20

Fund	Payee	Amount	Account #	Notes
General			101-	
*	Young, Graham & Wendling	328.00	265-801	Monthly retainer \$200/audit letter
*	Mark Thonpson Tree & Stump	212.5	000-951	July brush pick-up
*	Gabridge & Co	2040	265-801	Audit
*	Bear Lake Hardware	14.13	265-930	rep & maint
*	Staples	42.68	215-727	office items
*	Michigan Association of Planning	39.00	270-000	Plan Comm books
*	Griz's Excavating	1,400.00	265-930	use of their truck, sand donated
*	Jackpine Internet Service	<u>143.21</u>	265-801	Website service
		4,219.52		
Water			591-	
*	Haviland	565.00	000-751	Supplies - bleach
*	SOS Analytical	60.00	000-751	sampling
*	Bear Lake Hardware	82.52	000-775	Miss Dig paint
*	Gabridge & Co.	<u>1,275.00</u>	000-801	Audit
		1,982.52		
Park			531-	
*	Young, Graham & Wendling	48.00		Draft resolution - cancellation
*	ARVC Michigan	\$542.00	000-801	Membership
*	Red- Line Electrical Co.	\$237.50	000-775	Install camper plug
*	Gabridge & Co.	\$918.00	000-807	Audit
*	Jackpine Internet Service	\$47.74	000-801	Website service
*	Bear Lake Hardware	\$37.56	000-775	Repair & Maint
*	Menards	<u>25.81</u>	000-740	cleaning supplies
		1,856.61		
Major			203-	
*	Gabridge & Co.	<u>510.00</u>	482-807	Audit
		510.00		
Minor			202-	
*	Bear Lake Hardware	24.59	463-782	repair of street
*	Gabridge & Co.	<u>306.00</u>	482-807	Audit
		330.59		
Equipment			649-	
*	Gabridge & Co.	51.00	000-970	Audit
*	Auto-Wares/Auto Value	20.35	000-782	Tractor service
*	Northstar Autonotive, Inc	329.02	000-782	Repair & Maint
*	Larry Gibson	<u>375.00</u>	000-970	Post hole auger
		775.37		
	Total Bills to be Paid	\$9,674.61		