

**Village of Bear Lake Council**

REGULAR MEETING

June 21, 2017

Bear Lake Village Hall

Unapproved Minutes

*The regular meeting of the Bear Lake Village Council was called to order by President Jeff Bair at 7:06 p.m. at the Village Hall. Pledge of Allegiance was said.*

**Present: President:** Jeff Bair **Council:** Peggy Bass, Jackie Johnson, Marla Evans, Joanne Schroeder, Ron Ronning and Greg McPherson

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

**Absent:** none

**Guests:** Eleven (11) guests signed in

**Motion to Adopt the Agenda as presented and with additions by Bass and seconded by Ronning,** motion carried.

Aye: Bass, Evans, Johnson, G. McPherson, Ronning, Schroeder, Bair

Nay: none

Additions:

- Water: Village Attorney, Peter Wendling, verbiage for Water Ordinance
- Old Business: Sewer update by President Bair

**Public Comment on:**

- Barb Farfsing wanted to know what the attorney letter was on.

**Correspondence: Read by clerk:**

- Email from Kym Ware, regarding closing of streets for activities during Bear Lake Days.
  - Saturday, July 8<sup>th</sup>, 4pm -11pm. Food trucks may stay until after fireworks. Scotville Clown band performance at the old Bear Lake Bar. Bear Lake football team will do cleanup afterwards. Kym Ware was present to explain & talk on activities & street closings.

A motion was made to close Maple St., US-31 to Stuart St. by Ronning, seconded by McPherson. Motion Carried. Email on file in June 2017 Minutes folder.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nays: None

- Email from Jacque Erdman requesting Main Street closed during Bear Lake Days for the Arts & Craft Fair. Email on file in June 2017 Minutes folder.

**A motion was made to close Main Street from Virginia St. to US-31 by Ronning, seconded by McPherson. Motion Carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nays: None

- Email from Dendra Best, she has tendered her resignation from the Trails Committee immediately. Email on file in June 2017 Minutes folder.

**A motion was made to accept Dendra Best's resignation from the Manistee County Trail Committee by Bass, seconded by Evans. Motion Carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nays: None

## REPORTS:

### Approval May 17, 2017 regular meeting minutes:

- **Motion to approve minutes from May 17, 2017 Regular Meeting by Evans, seconded by McPherson. Motion Carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: None

### Approval May 26, 2017 Special Meeting, Plow Truck Grant minutes:

- **Motion to approve minutes from May 26, 2017 Special Meeting of the Plow Truck grant by Bass, seconded by Evans. Motion Carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: None

- **Maintenance Report:** Read by Jared Bair. Written report on file with June 2017 minutes
- **Treasurer's Report:** read by King. Written report on file in the June 2017 minutes binder.

**Equipment Fund** checking/savings total **3,265.72**

**Honor Bank CD** **26,014.55**

**Minor Street** checking/savings total **16,021.22**

**Major Street** checking/savings total **32,532.29**

**Park** checking/savings total **24,427.49**

**Park CD#2** **32,991.14**

**Water** checking only **18,988.03**

    Money Market Account **10,063.04**

**General** checking/savings total **48,367.89**

### **Motion to accept the Treasurer's Report by Ronning seconded by Bass, motion carried.**

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: none

- Amendments to Budget 2017-2018

- **A motion was made to approve amendments as listed below to the 2017-2018 budget by Bass, seconded by Johnson. Motion carried.**

Aye: Bass, Evans, Johnson, McPherson Ronning, Schroeder, Bair

Nays: None

- General Fund/ add new acct. - trash bags expense - \$465
- General Fund/Office Expense – increase to \$1,400
- General Fund/Trees – increase to \$6800
- Park Fund/Equipment Rental expense amount – Tabled until July 19, 2017 meeting
- Minor Street Expense Fund/Increase Repair (outsourced) - \$240, by reducing Gas & Oil to \$2300

- At the request of the USDA & Rural Development, repayment of loan for construction of new DPW building (approx.. \$310k over 30 yrs.) must be amended into the 2017-2018 Village Budget. Loan repayment per month approx.. \$1,225-\$1500)

- **Motion to amend the budget for repayment of DPW building in 2017-2018 Budget as follows: General \$1,800, Water \$7,200, Park \$1,800, Major \$3,600, Minor \$3,600, by Bass, seconded by McPherson. Motion Carried**

Yays: Bass, Evans, Johnson. McPherson, Ronning, Schroeder, Bair  
Nays: None

- Additional payees to Authorization Disbursement Policy
    - **A motion was made to add Allied Waste/Republic Services and US Post Master to the monthly Payment Authorization Policy by Bass, seconded by Johnson. Motion Carried**  
Ayes: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair  
Nay: None
  - New Emergency Check signee, Honor Bank
    - **A motion was made to replace Gloria Edwards as Emergency Check signer to Joanne Schroeder, as 3<sup>rd</sup> signee by Bass, seconded by Johnson. Motion Carried**  
Ayes: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair  
Nay: None
  - Payroll Policy
    - **A motion was made to accept the Payroll Policy as presented by Bass, seconded by McPherson. Motion Carried**  
Ayes: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair  
Nay: None
  - **Bills to be paid** were read by Clerk. A last minute addition to list: reimbursement to Jeff Bair from General Fund for \$28.89 (materials for a temporary ramp to the Village Office back door.)  
**Motion to pay the bills with addition by Ronning, seconded by McPherson. Motion carried.**  
Aye: Bass, Evans, McPherson, Ronning, Schroeder, Bair  
Nay: none  
Absent: Johnson
  - **Reimbursements to the General Fund and Equipment Fund** were read by President Bair.  
Total to General Fund: \$1,694.00, Total to Genral Fund: \$1,573.48
  - **Committee Chair Reports:**
    - Park:** President Bair, no report but camp sites are filling up.
    - Streets, Trees, Signs, Lights, Sidewalks:** No report. Clerk McPherson explained there is no needed for Main Street closing as stated on the agenda. The Water Shed Event no longer needs it closed.
    - Water:** Ken Mlcek from Fleis & Vanderbrink report on water well project. Plan have been reviewed & approved by USDA. Permits were submitted to DEQ and F&V are now working through their questions. Waiting on paperwork from village attorney. Waiting on approval to USDA.
- Treasurer King reported attorney Wendling responded to her request for new verbiage for the Water Ordinance with a letter which included a full page of questions and suggestions in regards to the current Water Ordinance and Rules & Regulations. Trustee McPherson recommended the Water Committee meet and address the attorneys concerns and return to July council meeting with suggestion for incorporating into Water Ordinance. Water committee: Johnson, Jared Bair and Gary McBride.
- Buildings, Grounds & Equipment:**  
**Blight/CABA:**

Gibson gave a verbal report. Written report on file in June 2017 minutes folder. Eleven Blight letters were sent out. A total of 4 property owners have responded, 1 resolved, others have until 6/26/17 to respond. Gibson will follow up with posting official notices on properties where owners have failed to respond.

CABA – No report

**Planning Commission:** Chairperson Barb Farfsing gave a report on Planning Commissions June meeting. Report on file in June 2017 minutes folder. Farfsing reviewed Planning Commission By-Laws.

**A motion was made to adopt the Planning Commission By-Laws** as presented by Evans, seconded by McPherson. Motion carried.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: none

**Manistee County Trail Committee Report:** McPherson reported there was no meeting in June, next meeting is July 10, 2017.

**Bear Lake Improvement Board:** McPherson gave a verbal report. Survey completed June 6, treatment done 6/20/17 for milfoil eradication. Area down to 15 acres which needed treatment. July 20<sup>th</sup> is the 5 yr. meeting at the Manistee County Road Commission at 7pm. This is a public meeting.

**Ad Hoc – Policy, Resolution & Ordinance Committee** – No report Looking for a volunteer student to help out. President Bair mention a possible student, he will follow up with Jeff Harthun.

## OLD BUSINESS

- Sewer update by President Bair: Arcadia has a meeting to determine if they will join the sewer group. The group has missed deadline grant cycle. If the group would move forward without Arcadia, cost would be \$8-10k. The group will wait to see what Arcadia decides.

## NEW BUSINESS

- A motion was made to purchase material (approx.. \$269.51) for a new cedar rail fencing at Bear Lake park/beach across from Blarney Castle gas station. Additional: to purchase a skill saw and reimburse President Bair for purchases, by Ronning, seconded by McPherson. Motion carried.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: none

Absent: Johnson

- A motion was made to appoint council member, Greg McPherson as the council representative to the Lake Board Improvement board by Evans, seconded by Bass. Motion Carried.

Aye: Bass, Evans, Johnson, McPherson, Ronning, Schroeder, Bair

Nay: none

Absent: Johnson

- A motion was made by Evans to adopt the Village of Bear Lake Donation Acceptance Policy with corrections by Evans, seconded by McPherson. Motion carried.

Aye: Bass, Evans, McPherson, Ronning, Schroeder, Bair

Nay: none

Absent: Johnson

Correction: Last sentence: This policy was adopted by the ~~BBB~~ Bear Lake Village Council at its meeting held on \_\_\_\_\_ ~~2016~~ 2017

- County owned properties
  - President Bair spoke on Odd Fellows empty lot and possible purchase of it by the village. Property could be re-sold at a later date.  
A motion was made to purchase the Manistee County owned Odd Fellows empty lot for approx.. \$3,757.49 (price per Mansitee County Treasurer) by Ronning, seconded by Schroeder. Motion Carried.  
Aye: Bass, Evans, McPherson, Ronning, Schroeder, Bair  
Nay: none  
Absent: Johnson  
Purchase would come out of Park Capital Improvement.  
A motion was made to amend the Park Fund budget to purchase the Odd Fellows empty property by: Increase Capital Outlay to \$4900 by reducing Tree Removal to \$700, Refunds to \$100, Park Improvement to \$1000 and moving these amounts to Capital Outlay by McPherson, seconded by Evans. Motion carried.  
Aye: Bass, Evans, McPherson, Ronning, Schroeder, Bair  
Nay: none  
Absent: Johnson
  - Follow up on item from Aprils monthly meeting.
  - Clerk McPherson gave explanation on millage rate & Headlee Act. Property tax collected cannot go up more than increase rate of inflation. Taxable value goes up, mileage rate goes down. Based on properties sold being uncapped.

**COUNCIL COMMENT:**

- None

**PUBLIC COMMENT:**

- Sean Adams, fire chief, would like to have the fire department exercise and test all fire hydrants in the village, April – September. Sean would oversee the testing/exercise. Council in agreement with Sean’s suggestion as long as Sean oversees the testing.
- Myrna Walter wanted an update on the Variety Store building. President Bair reported the building does have asbestos. In order for the building to be safely removed/leveled it will have to be done by a certified demo company and the materials taken to a Level 1 dumpsite. This will result in a higher cost. This will be the Manistee County Treasurer decision.

**COMING EVENTS:**

- Village of Bear Lake Community Clean-Up day, June 24, 9am – 1pm
- Bear Lake Water Shed Annual Event June 24, 2017 at Bear Lake Bed & Breakfast
- Bear Lake Days July 7-9, 2017

**Meeting adjourned at 9:06p.m.**

**Note: Council member Johnson left the council meeting at 8pm.**

Respectfully Submitted,  
Cindi McPherson, Clerk

**REIMBURSEMENTS TO THE GENERAL FUND AND EQUIPMENT FUND:**

WAGES	DATES	AMOUNT
Water Fund	5/01/2017-5/31/2017	350.00 = 50% of Treasurer's monthly salary
Major Street	5/01/2017-5/31/2017	\$00.00
Minor Street	5/01/2017-5/31/2017	\$00.00
Park Fund	5/01/2017-5/31/2017	\$1,064.50
Water Fund	5/01/2017-5/31/2017	<u>\$279.50</u>
Total transfer to General Fund		\$1,694.00
<b>EQUIPMENT RENTAL      May 2017</b>		
Major Street		\$61.37
Minor Street		\$61.37
Park Fund		\$1,258.44
Water Fund		<u>\$192.30</u>
Total transfer to Equipment Fund		\$1,573.48

Name	Bills To Be Paid		Date: June 21, 2017		Notes
	Amount	Fund	Account		
Northstar Automotive	\$320.90	Park	531-000-775		Wheel Barring, tan truck
The Pioneer Group	\$45.25	General	101-265-900		Public Meeting Notice/Plow truck Grant
Mead Hunt	\$1,737.81	Water	591-558-801		water testing
Freeman Creek Equipment	\$502.89	Park	531-000-775		0 turn mower
BP	\$143.98	Park	\$59.03 531-000-740		Fuel oil
		Minor	\$56.86 203-265-776		
		Major	\$26.58 202-265-776		
Thompson Tree/Stump Removal	\$212.50	Gen	101-000-951		Brush Clean up
Thompson Tree/Stump Removal	\$7,800.00	Gen	\$4,800 101-000-951		Tree & stump removal
		Major	\$1,800 202-000-951		
		Minor	\$500 203-000-951		
		Park	\$700 531-000-951		
Auto-wares/ Auto Value	\$183.09	Minor 1/3	203-463-782		
		Major 1/3	202-463-782		
		Park 1/3	531-000-775		
Bear Lake Hardware	\$106.71	Park	531-000-775		Needs for park
Michigan Municipal League	\$462.00	Gen	101-265-801		MML Dues & legal defense fund
Alliance for Economic Success	\$1,865.80	Water	591-000.890		BL portion of exp for Mr Eric Williams
Ron Brown & Sons	\$81.02	Park	531-000-775		Beach sand
Gabridge & Company	\$2950.00	Gen	\$1,772.95 101-000-807		Audit
		Park	\$357..83 531-000-807		
		Water	\$357.85 591-000-807		
		Equip	\$103.25 649-000-807		
		Major	\$179.06 202-482-807		
		Minor	\$179.06 203-482-807		
Pleasanton Valley Greenhouse	\$30.00	Gen	101-000-881		Flowers for window boxes
Republic Services	\$933.68	Gen	\$462.50 101-463-677		Purchase of resident garbage bags
		Park	\$471.18 531-000-803		Waste pick-up
Reimbursement – Jared Bar	\$63.21	Park	531-000-775		Wood for picnic tables
Reimbursement – Jeff Bair	\$28.89	Gen	101-265-930		Wood temp ramp at village office
Reimbursement – Jeff Bair	\$342.41	Park	531-000-810		Wood cedar fence/skill saw