

VILLAGE OF SAND LAKE  
MINUTES  
REGULAR COUNCIL MEETING  
JUNE 20, 2016

1. **CALL TO ORDER:** The regular meeting of the Sand Lake Village Council was called to order by President Roger Towsley at 7:02 p.m. on Monday, June 20, 2016, at the Sand Lake Municipal Building.

2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

3. **ROLL CALL**

MEMBERS PRESENT: Jim Ward, Thomas Norton, Adam Hill, Roger Towsley, Dave Dewey, Bette Towsley, Danielle Hardenburg

4. **AGENDA**

Motion made by B. Towsley and seconded by D. Dewey to approve the June 20, 2016 Agenda.

MOTION CARRIED

5. **ADMINISTRATIVE REPORT**

A. **MINUTES: MAY 16, 2016 REGULAR MEETING**

Motion made by D. Dewey and seconded by T. Norton to approve and file the May 16, 2016 Regular Council Meeting Minutes.

MOTION CARRIED

B. **FINANCIAL MATTERS:**

1. **FINANCIAL STATEMENT**

Motion made by A. Hill and seconded by D. Dewey to approve and file the May 2016 Financial Statement as presented by Treasurer Brenda Arnold.

MOTION CARRIED

Treasurer Arnold is still in the process of making the Sewer Bond Reserve & Sewer Repair account a Certificate of Deposit (CD) account.

2. **BILLS:**

Motion made by D. Dewey and seconded by A. Hill to pay the May – June 2016 bills in the amount of \$17,337.28 (Seventeen Thousand, Three Hundred Thirty-seven Dollars and Fifty-two Cents).

MOTION CARRIED

The invoice received from Fleis&Vandenbrink for the amount of \$5,335.00 will be covered with the loan that the Village will receive for the Lake Street Project.

## **6. PUBLIC COMMENT**

### **A. ALLEN HAYMAN: 4TH OF JULY LETTER**

Mr Allen Hayman, 205 Oak St., disagreed with the prohibition of blocking the parking right-of-way by his property during the 4th of July festivities. He suggested to open the lot, by the Library, for parking for the visitors and to allow the carnival crew to park at the north side of the Salisbury park.

Mr. Hayman, stated that by closing the main road in the mornings affects the businesses in town.

The measurements of the alleys and the statement of people owning from the edge of the road was discussed.

The Council listened to Mr. Hayman concerns. However, no action was taken.

Greg Wheeler, 10 Oak St., disagreed with the prohibition of blocking the parking right-of-way by his property during the 4th of July festivities. He stated that residents pay taxes from the center of the road. The Council informed Mr. wheeler that, anyone is allowed to park on the right-of-way if he/she is not blocking any way out as well as during the festivities.

President Towsley stated that this 4th of July festivities there will be more portable restrooms around the town to avoid people from relieving themselves on the residents' property.

Tonia Parkhurst, 127 Oak St., disagreed with the prohibition of blocking the parking right-of-way by her property during the 4th of July festivities. Ms. Parkhurst stated that previous years, she had to clean up her yard after the people had left trash.

The Council listened to Ms. Parkhurst's concerns. However, no action was taken.

## **7. POLICE REPORT**

### **A. MONTHLY REPORT**

Motion made by D. Dewey and seconded by A. Hill to accept and file the May 2016 Police Report as presented by Police Chief James Reamsma.

**MOTION CARRIED**

Police Chief (PC) Reamsma informed the Council about the proposal for the Tri County Schools. The proposal, which is not submitted yet, offers a School Resource Officer service for 20 hours per week during the school year.

Trustee Dewey advised PC Reamsma to discuss the proposal with Superintendent Allen Cumings after sending the letter.

Motion made by T. Norton and seconded by B. Towsley to authorize PC Reamsma to submit the proposal letter to Tri County Schools.

**MOTION CARRIED**

PC Reamsma informed to the Council that the burnt house on Cherry St. and 7th St. will be demolished before July 4th.

**8. FIRE REPORT**

**A. MONTHLY REPORT**

Motion made by J. Ward and seconded by T. Norton to accept and file the May 2016 Fire Report as presented by Fire Chief Edward Holtzlander, and to approve the purchase of a washer machine for \$3,645.00.

MOTION CARRIED

Fire Chief (FC) Holtzlander, presented to the Council the need of setting the thermostat so that the fire barn and office will have air conditioning after office hours. President Towsley will address the issue.

FC Holtzlander is working on submitting an application for a 50/50 state grant from Department of Natural Resource (DNR) for two portable pumps.

FC Holtzlander stated that according to the National Fire Protection Agency standards, it is recommended to have a new washer and dryer for the turnout gear. By doing so, it will reduce the liability from the Village insurance policy. FC Holtzlander would like to buy only the washer and apply for grants to fund the dryer.

Kent County accepted the Michigan Municipal League insurance coverage service.

Six pagers need to be replaced in two or three years. FC Holtzlander expects to have the funds by that time.

**9. DPW REPORT**

**A. MONTHLY REPORT**

Motion made by B. Towsley and seconded by D. Dewey to accept and file the May-June 2016 DPW Report as presented by Mr. Jerry Dines.

MOTION CARRIED

Mr. Dines informed the Council that Paradise Cove (PC) hooked up to the Village water on May 5, 2016. PC was allowed to use 900,000 gallons of water during the Summer. However, they have been used 803,000 gallons already.

Mr. Dines informed the Council about the option of buying a mixer for the Water Tower. The mixer will help to prevent ice buildup during winter time and will mix the chlorine giving better water quality for \$6,640.00.

**10. NEW BUSINESS**

**A. UNEMPLOYMENT COVERAGE**

According to the Unemployment Insurance Act (UIA), all employees are eligible for unemployment coverage except the elected officials and firefighters.

The Treasurer and Clerk had not been reported or paid to UIA at least for the past 3 years and Police Chief for one year. Therefore, Clerk Nielsen informed the Council that if one of them is terminated from his/her duties, and he/she collects unemployment benefits, the Village might receive an invoice from UIA for the years that were not reported and paid to UIA.

It was the consensus of the Council to allow Clerk Nielsen to start paying on the first payroll on July 2016 to UIA for the Treasurer, Police Chief and Clerk.

**B. 138 OAK ST: TO WAIVE WATER & SEWER FEES**

Motion made by T. Norton and seconded by D. Dewey to waive only the water service fees on property 138 Oak St. by shutting the water off and keeping the sewer service.

MOTION CARRIED

Dan Sears, inquired if the Village was responsible to do maintenance in the water pipes from the road to a property.

**C. EAGLES CLUB SIDEWALK: QUOTES**

The need of repairing the sidewalks by the Eagles was discussed.

Motion made by T. Norton and seconded by D. Dewey to approve the repair of the sidewalks by the Eagles Club for \$300.00 and request to the Eagles Club to contribute \$200.00. The total cost for the project is \$500.00.

MOTION CARRIED

**D. PRESIDENT'S COMPUTER UPGRADING**

Motion made by T. Norton and seconded by B. Towsley to approve the IT service to set up and upgrade President's computer for the approximate cost of \$265.00.

MOTION CARRIED

Clerk Nielsen also requested approval to install 2016 Office Microsoft. Trustee Norton stated that the approval was already made when the budget 2016-17 was approved. Therefore, the Clerk is authorized to install 2016 Office Microsoft in her computer and the cost is approximately \$ 175.00.

**12. COMMITTEE REPORTS**

The meeting for the General Dollar and the Zoning Board of Appeals on June 28, 2016 was announced.

The next Planning Commission (PC) meeting on July 12, 2016, was announced.

Trustee Dewey addressed to the public the importance to attend the PC meetings.

During the PC meeting with Family Dollar (FD), the responsibility for the business was to construct the storm drains. The sidewalks expense was not discussed during the PC meeting.

President Towsley will clarify the sidewalks issue with FD.

Clerk Nielsen announced that the office will be closed on June 30th as well as July 4th. Also, she informed the Council that the audit for the Village started on June 7th.

### **13. TRUSTEE COMMENTS**

Trustee Dewey inquired about the grant from the Federal High Risk Rural Roads Program if the Village should apply for it. President Towsley stated that the Village does not qualify with the requirements for this grant.

Trustee D. Hardenburg suggested to advertise the roads as "Adopt a Street" to generate a fund to clean up the roads.

President Towsley announced to the Council that he is not running for re-election. He invited the public to participate in running for the local governmental positions.

The Trustees chose the color to paint the Water Tower.

Craig Moore, from Chamber of Commerce, will provide a 4th of July schedule of events to Treasurer Arnold.

Judy Matzen, who is a member of the Sand Lake Association, stated that the members of the association were informed that the lake is a private lake. Therefore, Ms. Matzen requested information regarding the boat launch being open to the public. Trustee Dewey and Norton answered Ms. Matzen's questions.

Ms. Matzen stated that the boat launch cannot be a public landing since it needs space for parking and bathrooms. Trustee Norton stated that the boat launch is a public access only.

Ms. Matzen inquired about the gate. Trustee Norton stated that the gate is in the fire barn. The owner was informed to pick it up, but he hasn't done it.

### **ADJOURNMENT**

There being no further business to come before the Council,  
Motion made by T. Norton and seconded by D. Hardenburg to adjourn.

MOTION CARRIED

Meeting adjourned at 8:59 p.m.

Respectfully submitted,



Leticia Nielsen, Clerk