

VILLAGE OF SAND LAKE
REGULAR COUNCIL MEETING *Part 1*
November 19, 2018

1. **CALL TO ORDER:** The regular meeting of Sand Lake Village Council was called to order by President Tom Norton at 7:00pm on Monday, November 19, 2018 at the Sand Lake Municipal Building.
2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
3. **ROLL CALL:**
MEMBERS PRESENT: Rachel Gokey, Tonia Parkhurst, Tom Norton, Danielle Hardenburg.
MEMBERS ABSENT: Thomas Gore
4. **AGENDA:** President Norton requested we move up “Choosing new President”, under New Business, so he can hand the Presidency over, finish this meeting and have the new President run the meeting. Oaths of office to be removed as Gokey and Helton were sworn in prior. Questions were raised by Danielle Hardenburg about Tom Norton residing only one night a week in his Village of Sand Lake home. Motion Made by Parkhurst and supported by Gokey to appoint Danielle Hardenburg as President for the Village of Sand Lake.
ROLL CALL VOTE:
Rachel Gokey Yes
Tonia Parkhurst Yes
Tom Norton Yes
Danielle Hardenburg Yes
5. **ADJOURNMENT:** Motion Made by Parkhurst and supported by Gokey to adjourn this meeting and call to order a new meeting with the new President and Council. AIF Motion Carried. Hardenburg inquired about if everything was set to go in the office. Norton confirmed everything was set, emails cleared out, personal items cleared out and keys given to Hardenburg.

VILLAGE OF SAND LAKE
REGULAR COUNCIL MEETING *Part 2*
November 19, 2018

1. **CALL TO ORDER:** Meeting re-called to order by President Hardenburg at 7:07pm
2. **PLEDGE OF ALLEGIANCE:** *Did not repeat*
3. **ROLL CALL:**
MEMBERS PRESENT: Rachel Gokey, Tonia Parkhurst, Danielle Hardenburg, Marcia Helton.
4. **AGENDA:**
Hardenburg requested that GV Metro Council be added to the agenda under unfinished business as well as Glen Baker to be appointed for a Council seat under unfinished business. Motion Made by Parkhurst and supported by Gokey to accept the agenda with noted changes. AIF Motion Carried.

5. ADMINISTRATIVE REPORT:

A. MINUTES: OCTOBER 15, 2018 REGULAR MEETING

Correction under 5B, Jerry Dines last name, first letter needs to be capitalized.

Correction on peg 3-line item 10A the word election is missing the "e". Motion Made by Parkhurst and supported by Gokey to accept the minutes of October 15, 2018. AIF Motion Carried.

B. FINANCIAL:

i. **FINANCIAL STATEMENT:** Motion Made by Parkhurst and supported by Gokey to accept and file the October 2018 Financial Statement. AIF Motion Carried.

ii. **BILLS:** Correction to be made for Burnips Equipment Company in the amount of \$782.58 listed twice. Parkhurst inquired about the format of the BILLS because some are paid already. Need to follow up on how page is formatted maybe one paid, one unpaid with descriptions. Motion Made by Parkhurst and supported by Gokey to pay bills in the amount of \$76, 343.46. AIF Motion Carried.

iii. **LAKE STREET PROJECT: BILLS FOR USDA LOAN:** Motion Made by Parkhurst supported by Gokey for the report to be submitted by the Clerk to request to be submitted to the USDA in the amount of \$91,548.73. AIF Motion Carried.

6. **PUBLIC COMMENT:** No public comments made.

7. **POLICE REPORT:** Motion Made by Parkhurst and supported by Gokey to accept and file the police report as submitted by Police Chief Reamsma. AIF Motion Carried.

8. **FIRE REPORT:** Motion Made by Parkhurst and supported by Gokey to accept and file the fire report as submitted by Fire Chief Ed Holtzlander. AIF Motion Carried. Fire Chief Holtzlander noted that the Halloween Party was a success with about 300 kids coming through and thanked area businesses, Churches and patrons for the support.

9. **DPW REPORT:** Motion Made by Parkhurst and supported by Gokey to accept and file the DPW report as submitted by DPW Supervisor Jerry Dines. AIF Motion Carried. Supervisor Dines noted the issue of people not applying for the job opening. *New ad needs to be placed. * Dines also noted he still has not heard about insurance from the Clerk. Clerk gave a date of December 1, 2018 to respond. Discussion took place between the Village Council, Jerry Dines and residents, on the lake by the boat launch, about septic issue and potential solutions that are being investigated and need to be further researched.

10. UNFINISHED BUSINESS:

A. **T-MOBILE CONTRACT:** Motion Made by Gokey and supported by Parkhurst to table the T-Mobile Contract discussion until further review, compare to previous contracts and verify proper number of lines available. AIF Motion Carried.

B. **MARIHUANA PROPOSAL 1 DISCUSSION:** Motion Made by Gokey and supported by Parkhurst to create a temporary ordinance for the next meeting until President Hardenburg can speak to Nelson Township President Britton,

investigate MML wording and dig deeper into all that is involved. AIF Motion Carried.

C. **AUDIT PROGRESS FOR 2017-2018:** Auditor, Doug, noted that the proper paperwork has NOT been submitted for the audit to be conducted. Audit deadline, for submission, was September 30, 2018. Doug noted that he can NOT help get the information gathered because of the level of audit being done. He can not audit his own work. Doug has given the Clerk several chances to get the general ledger and bank statements reconciled. The 2018 dates discussions took place were as follows: Early June, July 31st, September 4th, September 30th deadline with the state, November 1st, 7th and 14th. Doug recommends that a CPA firm is hired to fix our books so that an audit can be performed. It was confirmed by Brenda Arnold that the Village of Sand Lake will be losing Revenue Sharing money and Act 51 money as a result. President Hardenburg, the Council and Doug began creating a plan of action for how to correct and move forward to correct things for the future.

D. **GV METRO COUNCIL SEAT:**

Motion Made by Parkhurst and supported by Helton to add Rachel Gokey to the GV Metro Council as a representative for the Village of Sand Lake. AIF Motion Carried.

E. **COUNCIL SEAT:** Glen Baker

Motion Made by Hardenburg and supported by Parkhurst to add Glen Baker to the Village Council as a Trustee.

ROLL CALL VOTE:

Rachel Gokey	Yes
Tonia Parkhurst	Yes
Danielle Hardenburg	Yes
Marcia Helton	Yes

President Hardenburg swore in Trustee Baker at this time and he took his seat on the Village Council.

11. NEW BUSINESS:

A. **RESOLUTION 2018-08-LUOG GRANT** for repair and replacements of sidewalks in Sand Lake: Motion Made by Parkhurst and supported by Gokey to have the paperwork completed and submitted for RESOLUTION 2018-08 on requesting Kent County Community Action Black Grant LUOG for repair and replacement of sidewalks in Sand Lake.

ROLL CALL VOTE:

Rachel Gokey	Yes
Tonia Parkhurst	Yes
Danielle Hardenburg	Yes
Glen Baker	Yes
Marcia Helton	Yes

Jerry Dines noted that he and Brenda Arnold will be filling out and submitting the paperwork for this grant, which is 80/20. Dines expressed concern that the 20%

was coming from the Act 51 money which due to the audit not being completed we are currently in jeopardy of losing. Dines confirmed he and Brenda Arnold will still complete and submit the grant paperwork.

- B. **VERIZON WIRELESS CONTRACT:** Motion Made by Parkhurst and supported by Gokey to table Verizon wireless contract until further review by Jerry Dines. AIF Motion Carried.
12. **COMMITTEE REPORTS (TRUSTEE COMMENTS):** No committee reports. We need to establish committees next meeting. Motion Made by Gokey and supported by Baker to place Parkhurst in position as Pro Temp President. AIF Motion Carried. Helton (550 West Lake St. Sand Lake, MI 49343) noted that her driveway still has not been fixed and water is still washing away her driveway. Jerry Dines noted that it still needs to be figured it out but can not be done until Spring.
13. **ADJOURNMENT:** There being no further business to come before the council at this time, Motion Made by Hardenburg and supported by Parkhurst to adjourn. AIF Motion Carried. Meeting adjourned at 8:30pm.

Respectfully Submitted,

Rachel Gokey
Trustee