

VILLAGE OF SAND LAKE
MINUTES
REGULAR COUNCIL MEETING
NOVEMBER 21, 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, November 21, 2016, at the Sand Lake Municipal Building.
2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
3. **ROLL CALL**
MEMBERS PRESENT: James Ward, Thomas Norton, Adam Hill, Roger Towsley, Dave Dewey, Bette Towsley, Danielle Hardenburg
4. **NEW VILLAGE PRESIDENT APPROVAL**
No action was taken.
5. **AGENDA**
Motion made by T. Norton and seconded by B. Towsley to approve the November 21, 2016 Agenda with the following deletions:
Under Unfinished Business, point A
Under New Business, points A, B, C, D
MOTION CARRIED
6. **ADMINISTRATIVE REPORT**
 - A. **APPOINTMENT FOR A VACANT COUNCIL SEAT**
Motion made by T. Norton and seconded by J. Ward to table the appointment for a vacant Council seat for the next meeting, December 19, 2016.
MOTION CARRIED
 - B. **MINUTES: OCTOBER 17, 2016 REGULAR MEETING**
Motion made by D. Dewey and seconded by T. Norton to approve and file the October 17, 2016 Regular Council Meeting Minutes.
MOTION CARRIED
 - C. **FINANCIAL MATTERS:**
 1. **FINANCIAL STATEMENT**
Motion made by T. Norton and seconded by D. Hardenburg to approve and file the October 2016 Financial Statement as presented by Treasurer Brenda Arnold.
MOTION CARRIED
 2. **BILLS:**
Motion made by D. Hardenburg and seconded by D. Dewey to pay the October-November 2016 bills in the amount of \$30,966.70 (Thirty Thousand, Nine Hundred Sixty-six Dollars and Seventy Cents).
MOTION CARRIED

3. LAKE ST. PROJECT: FLEIS&VANDENBRINK INVOICE 43611 & 44286

Motion made by D. Dewey and seconded by T. Norton to pay Fleis&Vandenbrink July and October 2016 invoices 43611 & 44286 for the amount of \$8,407.01. The expense will be charged to Lake St. Project Fund (LSI) (Loan from State Infrastructure Bank).
MOTION CARRIED

4. KCCDBG SALISBURY PARK'S RESTROOMS PROJECT INVOICE

Motion made by T. Norton and seconded by D. Dewey to approved the invoice 14315 for the amount of \$ 1,915.00 and send it to Kent County Community Development Block Grant to be paid.
MOTION CARRIED

5. AUDITOR DOUGLAS WOHLBERG

Motion made by T. Norton and seconded by J. Ward to approve the FY 2015-2016 audit Financial Report.
MOTION CARRIED

Mr. Douglas Wohlberg, Village auditor, informed the Council and the public about the audit results. Auditor Wohlberg point out about the Water and Sewer Operating Income losses. He explained that the purpose of having an Equipment Rental Fund, which is designated by ACT 51 Major and Local Streets Fund, is to fund a future need of a capital outlay, not to transfer money to other funds.

Auditor Wohlberg explained to the Council the ACT 51 regulations. He provided to the Council an ACT 51 Frequently Asked Questions book.

Auditor Wohlberg informed the Council that Clerk Nielsen and Treasurer Arnold continue doing a good job before, after and during the audit.

7. PUBLIC COMMENT

Paula Wright, KDL Library Manager, informed the Council that a monthly report will be sent for their information.

8. POLICE REPORT

A. MONTHLY REPORT

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

The number of complaints and traffic citations were discussed.

9. FIRE REPORT

A. MONTHLY REPORT

Motion made by D. Dewey and seconded by D. Hardenburg to accept and file the October 2016 Fire Report as presented by Fire Chief Edward Holtzlander.

MOTION CARRIED

The 9-1-1 millage proposal passed. It will cover the Fire Department (FD) dispatch fees, but it might not cover the Police Department (PD) dispatch fees. FD will cancel the dispatch service fee by Spring 2018.

Police Chief Reamsma stated that Kent County (KC) charges dispatch fees to PD for some calls from Village residents that request assistance without verifying if there is a Village officer on duty. Moreover, occasionally KC doesn't send an officer even though it charges dispatch fees. Police Chief is working on this matter with KC.

Fire Chief Holtzlander stated that if FD joins Newaygo County on the purchase of new radios for the new dispatch system which will be implemented, the FD will receive 12 portable radios for the price of one. The benefit of updating FD radios, such as better reception, was discussed.

Mr. Dines informed the Council that Kent County Road Commission is planning to eventually set up radios for all KC municipalities' snow plow trucks.

10. DPW REPORT

A. MONTHLY REPORT

Motion made by T. Norton and seconded by D. Dewey to accept and file the October-November 2016 DPW Report as presented by Mr. Jerry Dines.

MOTION CARRIED

11. UNFINISHED BUSINESS

There was no unfinished business presented.

12. NEW BUSINESS

A. VERIZON: STATE OF MICHIGAN MI-DEAL MEMBERSHIP

Motion made by T. Norton and seconded by D. Hardenburg to table the State of Michigan MI-Deal membership issue for the next Council meeting, December 19, 2016.

MOTION CARRIED

Trustee Norton will contact Verizon regarding MI-Deal membership.

B. HUMANE PET ACQUISITION ORDINANCE ADOPTION

Motion made by T. Norton and seconded by J. Ward to permanently table the Humane Pet Acquisition Ordinance adoption until future developments require the Council to take a decision.

MOTION CARRIED

C. MICHIGAN WAGES AND OVERTIME REGULATION

Motion made by T. Norton and seconded by D. Dewey to approve overtime wages to Mr. Dines and becoming an hourly employee after December 1st. The overtime is approved until a part-time employee with CDL class B license is hired. The Council approved also to post a classified for the new DPW part-time position with CDL class B license offering \$10.00 per hour. Mr. Dines is in charge of the interviews.

MOTION CARRIED

The need to hire a part-time, employee with CDL class B license for up to 20 hours a week and \$10.00 per hour, in order for Mr. Dines to be able to work no more than 40 hrs. per week was discussed.

The need for snow plow training for the prospective part-time employee was discussed.

Based on previous yard damage during snow plowing from a DPW employee, Mr. Richard Wesche, Village resident, suggested training the new DPW employee before using the snow plow truck.

It was the consensus of the Council to implement the \$8.90 minimum wage on January 1, 2017.

D. 355 OAK ST. FORECLOSURE PROPERTY

Motion made by D. Dewey and seconded by D. Hardenburg to purchase the 355 Oak Street property for an estimated cost of \$50.00 and keep it as a natural conservatory area.

MOTION CARRIED

The 355 Oak St. property foreclosure estimated cost is \$50.00

The option of joining the 355 Oak Street property to the donated 450 W. Lake St. property as a Natural Conservatory was discussed.

If the property becomes a natural conservatory, there will not be property taxes charged.

13. COMMITTEE REPORTS

The Planning Commission meeting will be on January 09, 2016.

14. TRUSTEE COMMENTS

Trustee Norton suggested that the 2016 elected Council members to choose the committees that they would like to be part of, and presented on December 19, 2016.

President Towsley announced that the Lake St. project part II millage proposal passed. The project will start on 2018.

Trustee Hardenburg requested to review the utility ordinance with the Ordinance Committee in order to solve the Water Fund negative balance problem.

President Towsley informed the Council that, according to Village auditor, the Water and Sewer Fund can be managed as one fund. Therefore, the suggestion is to transfer money from Sewer Fund to pay water loan. By doing so, the Water Fund might save the interest expenditure and eventually repay back Sewer Fund.

Trustee Dewey explained that the sewer and water funds are treated as separate enterprise funds which should generate enough revenue to support themselves with monies from utility billing for repairs and new equipment as needed without borrowing from other sources.

Trustee Hardenburg informed Mr. Dines that the Boy Scouts are interested in volunteering their time in exchange of a CPR class taught by herself. Mr. Dines will make a list of projects to do for the Boy Scouts.

Clerk Nielsen informed the Council that an incident claim was submitted to Michigan Municipal Risk Management Authority (MMRMA) for Virginia Fisher. Mrs. Fisher required only to replace her eyeglasses, pay copays and fix the sidewalks.

Motion made by D. Dewey and seconded by T. Norton to approve, after dealing with MMRMA insurance company establishing a settlement between the Village and Mrs. Fisher and having her sign a release. The Village will accept responsibility for Mrs. Fisher's hospital copays and eyeglasses.
MOTION CARRIED

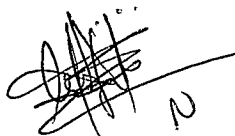
It was the consensus of the Council to authorize Mr. Dines to fix the sidewalks around the poles for the pedestrians' safety.

ADJOURNMENT

There being no further business to come before the Council,
Motion made by T. Norton and seconded by B. Towsley to adjourn.
MOTION CARRIED

Meeting adjourned at 8:58 p.m.

Respectfully submitted,



Leticia Nielsen, Clerk