



Village of Sand Lake

2 E. Maple St., PO Box 139
Sand Lake, MI 49343

November 22, 2021 7:00pm

Zoom ID: 6620195932 Code: 044356

In-person at the Sand Lake Municipal Building

Regular Meeting Minutes-Approved

1. Meeting called to order at 7:01 by Doerr, Pledge of Allegiance, and Prayer.
2. Roll Call
Doerr: Here McNees: Here Wright: Here Helton: Here
Christensen: Here Rudicil: Here Merritt: Absent
3. Adoption of Agenda:
 - a. **Motion** made by Doerr to strike Jr. Eagles Presentation and 13. New Business K. Motion to Approve Ordinance 21.1 Zoning Board of Appeals from agenda; and add Jan Kolehouse resignation letter and Discussion and possible action regarding process to appoint village treasurer to beginning of New Business. **Seconded** by Helton. **Motion Carried.**
 - b. **Motion** made by Doerr to adopt the agenda. **Supported** by Wright. **Motion Carried.**
4. New Business
 - a. Revised Rules of Procedure: **Motion** made by Wright to adopt Resolution 2021-13 Standing Rules of Procedure for the Village Council of the Village of Sand Lake. **Supported** by Doerr. **Motion Carried.**
5. Approve Minutes from Village Meeting held on October 18, 2021: **Motion** made by Helton to approve October meeting minutes with corrections. **Supported** by Wright. **Motion Carried.**
6. Presidents Report: Doerr read her report. **Motion** made by Wright to accept and file President's report. **Supported** by Helton. **Motion Carried.**

7. Administrative Reports

- a. Account Balances: **Motion** made by Doerr to accept and file account balances. **Supported** by Wright. **Motion Carried.**
- b. Accounts Payable: Approval of bills to be paid in the amount of: \$44,126.65: **Motion** made by Helton to pay the bills in the amount of \$44,126.65. **Supported** by Rudicil. **Motion Carried.**
- c. USDA Loan Interest Payment: Approval of \$12,325 payment: **Motion** made by Wright to pay USDA Loan Interest Payment in the amount of \$12,325. **Supported** by Doerr. **Motion Carried.**
- d. Maturity Notice: Approval of CEM CD renewal: **Motion** made by Helton to approve 2021-12 Resolution to approve renewal of cemetery CD. **Supported** by Doerr. **Motion Carried.**

8. Department Reports

- a. Fire Department: **Motion** made by Doerr to accept and file fire department report. **Supported** by Wright. **Motion Carried.**
- b. DPW: **Motion** made by Wright to accept and file the DPW report. **Supported** by Rudicil. **Motion Carried.**
- c. Clerk: **Motion** made by Helton to accept and file clerks report. **Supported** by Wright. **Motion Carried.**
- d. Morgan and Associates, Jen Dykstra: **Motion** made by Doerr to accept and file the report. **Supported** by Helton. **Motion Carried.**
- e. Treasure: **Motion** made by Helton to accept and file the treasurer report. **Supported** by Wright. **Motion Carried.**
- f. Zoning: No Report.

9. Public Comment (Limited to 3 minutes per person):

Public Comment **opened** at 7:23.

Comments heard from Craig Moore and Glenn Baker.

Public Comment **closed** at 7:26.

10. Old Business

- a. Action on Playground Equipment Placement: **Motion** made by Wright to have DPW place one piece of the playground equipment chose by Parks and Rec Committee in spring. **Supported** by Helton. **Motion Carried.**
- b. Update on Donation form: **Motion** made by Wright to table the donation form until Doerr has it finished. **Supported** by Doerr. **Motion Carried.**

- c. Discussion on DPW Equipment- smaller equipment: **Motion** made by Helton to set bottom dollar on equipment at Bill Cornelisse suggestions. **Supported** by Wright. **Motion Carried.**
- d. Consideration of Website Proposals: **Motion** made by Wright to table website proposals until budget workshop. **Supported** Doerr. **Motion Carried.**
- e. Motion on Employee Manual: **Motion** made by Wright to accept and implement the employee manual. **Supported** by Rudicil. **Motion Carried.**
- f. Consideration of Quotes from Spectrum for phones and internet: **Motion** made by Helton to accept spectrum phone and internet quotes. **Supported** by Wright. **Motion Carried.**

11. Closed Session

- a. Closed session pursuant to MCL 15.268(h) to discuss attorney-client privileged material exempt from discussion or disclosure by state or federal statute. **Motion** made by Doerr to go into closed session. **Supported** by Wright.
Roll Call:
Doerr: **Yes** Wright: **Yes** McNees: **Yes** Helton: **Yes** Rudicil: **Yes**
Christensen: **Yes** Merritt: **absent**

Open Session at 8:43

12. New Business

- a. Jan Kolehouse Resignation Letter: **Motion** made by Helton to accept and file Jan Kolehouse's resignation letter. **Supported** by Doerr. **Motion Carried.**
- b. Discussion and possible action regarding process to appoint village treasurer: **Motion** made by Wright to have Katy Austin fill in as Interim Treasurer until someone is found, Monday and Wednesday 9-3 and same rate of pay as Jan. **Supported** by Doerr. **Motion Carried.**
Motion made by Wright to post ad in Cedar Springs Post, Rivervalley, and Daily News. **Supported** by Helton. **Motion Carried.**
- c. Motion to Approve Events:
 - i. Event Form: Car Show 2022: Letters from the Fire Dept. Firefighter, and Clerk sighting issues with previous car shows. **Motion** made by Doerr to deny Car Show 2022 event. **Supported** by Rudicil. **Motion Carried.**
 - ii. Event Form: Christmas tree lighting: Update to form; a canopy over hot chocolate/popcorn table. **Motion** made by Wright to accept Christmas tree lighting event. **Supported** by Helton. **Motion Carried.**
- d. Motion to Approve Walnut tree removal: **Motion** made by Hilton to have the walnut tree on Oak St. removed. **Supported** by Wright. **Motion Carried.**
- e. Discussion on Utility Billing: **Motion** made by Helton to send out past due reminders. **Supported** by Wright. **Motion Carried.**

Motion made by Helton to add shut off procedures on the next bill. **Supported** by Doerr. **Motion Carried.**

- f. Discussion on 2022 water rate study: Discussion on upcoming water rate study for 2022.
- g. Discussion on email host: **Motion** made by Doerr to accept Microsoft 365 subscription for email. **Supported** by Rudicil. **Motion Carried.**
- h. Discussion on Master Plan: Discussion on Planning Commission
- i. Discussion on MMRMA: Update on insurance rates.
- j. Motion to appoint Grand Valley Metro Council Representative: **Motion** by Helton made to table until next month. **Supported** by Doerr. **Motion Carried.**
- k. Discussion on DPW Committee Meeting: **Motion** made by Wright to accept new pay rate for Bill Cornelisse. **Supported** by Rudicil. **Motion Carried.**
- l. Motion to Approve Zoning Administrator Report Templet: **Motion** made by Helton to accept Zoning Report Templet. **Supported** by Wright. **Motion Carried.**
- m. Harassment of Village Officials: **Motion** made by Wright to have Bloom and Sluggett send Harassment of Village Officials Letter to Kent County Sheriff's Department and Michigan State Police. **Supported** by Rudicil. **Motion Carried.**
- n. Marihuana Ordinances: Explanation of ordinance drafts by David Eberle attorney with Bloom and Sluggett.

Motion made by Wright send proposed zoning draft to Planning Commission. **Supported** by Doerr. **Motion Carried.**

13. Public Comment- Limited to 3 minutes per person:

Public Comment **Opened** at 9:41

No Public Comments

Public Comment **Closed** at 9:42

14. Council Comment:

McNees: Wondering about Private Dr. plowing.

Helton: Would like to put bricks and forms for basketball court on display in Village Office.

Wright: Thank you to Jack Christensen for being part of the council

Doerr: Welcome Jack Christensen and Happy Thanksgiving to all.

15. Adjournment: **Motion** made by Helton to adjourn at 9:46. **Supported** by Wright. **Motion Carried.**

Submitted by: Donna Westerbrink, Interim-Clerk

Next Meeting is December 20, 2021

*Note: The order in which items are discussed may change during the meeting.

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