

VILLAGE OF SAND LAKE
REGULAR COUNCIL MEETING
July 15, 2019

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Meeting called to order by President Quinlan at 7:00pm & Pledge of Allegiance was recited.
2. **PRAYER:** No prayer
3. **ROLL CALL:**

MEMBERS PRESENT: Marcia Helton, Tracy Quinlan, Tonia Parkhurst, Glenn Baker, Rachel Gokey, Theresa Jerome and William Rau

MEMBERS ABSENT: None
4. **PRESIDENTS COMMENTS:** No one person, no matter how respected or powerful, can do it all. We all need help! We all have strengths and weaknesses and only by listening to, and working with each other can we maximize the positives. Some have the tendency to rely on email, texting or social media to communicate with each other. But that doesn't really connect us: it doesn't let us see each other eye to eye, shake hands and get to know each other! Physically getting together in our community is the only way we can begin to listen and work together. Come to coffee with the council! Dream with us!! August 10th we will be doing a boat launch get together along with the picnic and movie in the park. If you intend to talk during public comment, please sign in with your name, phone number and if you are resident or non-resident and address please.
5. **PUBLIC COMMENT:** Opened at 7:05pm. Deb Majeski (non-resident) filled out a FOIA request wanting to get an accumulation of lawyer fees and other public records. She is still waiting on her request and she is not sure what the holdup is as she is not asking for anything that is unusual for a FOIA request. She says that the \$50.00 charge is a bit ridiculous and that the request is supposed to go to the FOIA coordinator. She adds that this is not something that has ever gone to the President before being able to obtain the request. She made a suggestion to the Village, Township and the Chamber to start pulling together and working as a team.

Karen Makarewicz (non-resident) but owns the Laundry Mat does not understand why her water bill has gone up so much. She thinks the price is outrageous. President Quinlan she would be happy to sit down and discuss the water rate study.

Kevin O'Brien (resident), Kevin has been a resident for the past seven years this is his first council meeting. He would like to suggest that there be better advertisement for the meetings. Would like to see some suggestions as to how to get more residents to the meetings, whether it be a Facebook live or putting the audio recordings on the Village web site. Some people are not able to make the meetings because of conflict in their schedule. Trustee Parkhurst addressed the challenges faced by the council to get information disseminated to the public and asked for suggestions.

Jerry Dines (non-resident) wanted to clarify some things that were put on Facebook. President Quinlan stated she is not going to argue with Dines in regard to his licenses and his resignation. Trustee Jerome mentioned unauthorized checks to Mr. Dines. Trustee Jerome took offense at Dines' comment that the council somehow disrespected him. Trustee Jerome brought up two occasions when she, personally, helped Dines. President Quinlan talked about Dines' allegations of "decrease" in pay. The council actually voted an increase in pay from forty-one thousand dollars (\$41,000) to forty-three thousand fifty-six dollars (\$43,056). President Quinlan closed Public Comments at 7:28pm.
6. **AGENDA:** Motion Made by Trustee Parkhurst and support by Trustee Gokey to accept the agenda as written. AIF. Motion Carried.
7. **KENT COUNTY DRAIN COMMISSIONER REPORT:** Ken Younker, Kent County Drain Commissioner, reported sink holes and collapsing clay tile in the drain. Ken would like to start the process of repairing the drain. The first step in the process is for the Council to approve a Resolution

giving permission to the Drain Commission to begin looking into the project. The project includes scoping, clearing and replacing broken tile. There are trees on the drain easement. The cost of removing the trees will fall on the property owners. If the drain isn't fixed, the Village may experience flooding during hard storms. There needs to be a long-term plan to fix the drain. Younker asked the council to approve the Resolution so the process can move forward.

- 8. CONSIDERATION OF MOTION:** At 8:43pm, President Quinlan made a motion to go into closed session to review and consult with legal counsel regarding written attorney client privileged communication concerning equality among customers purchasing water from the Village. Trustee Baker seconded. Roll call vote:

Gokey – yes

Rau – yes

Quinlan – yes

Baker – yes

Helton – yes

Jerome – yes

Parkhurst - yes

9. ADMINISTRATIVE REPORT:

A. MINUTES: Regular meeting minutes: Section 4 Presidents comments “Face Book” needs to be changed to Facebook. Section 8B. Sheriff [s needs to be changed to Sheriff’s. Section 8D. a period needs to be added after the word error. And section 9F need to change trustee names to last name instead of first name. Motion made by Trustee Parkhurst and support by Trustee Jerome to accept and file the regular June 15, 2019 meeting minutes with the changes. AIF. Motion Carried.

B. FINANCIAL MATTERS:

i. FINANCIAL STATEMENTS. Motion Made by Parkhurst and support by Gokey to accept financial statements. AIF Motion Carried.

ii. BILLS: Motion Made by Trustee Parkhurst and support by Trustee Gokey to pay the bills in the amount of twenty-one thousand three hundred seventy-five and 97/100 (\$21,375.97). AIF. Motion Carried.

- 10. CPA ASSISTING AUDITOR:** CPA has to complete balancing the 409 Fund. Motion made by Trustee Gokey and support by Trustee Baker to allow eight hours for the CPA to finish balancing the account. AIF. Motion Carried. Nyha French will research whether or not the USDA will reimburse the Village for the CPA expense.

11. DEPARTMENT REPORTS:

A. FIRE DEPARTMENT: Fire Chief Holtzlander made a statement in regard to a citizen complaint received by the Fire Committee Chairperson, Glen Baker. Many comments were made in regard to who wrote the letter. Chief Holtzlander accused President Quinlan of writing the letter in retaliation to adverse treatment by Holtzlander towards President Quinlan’s spouse. President Quinlan assured Holtzlander she did not write the letter. President Quinlan questioned why Holtzlander would make such an accusation. Holtzlander had no comment. Fire Committee will take the complaint under review and contact Chief Holtzlander for next steps. Motion made by Trustee Parkhurst and support by Trustee Jerome to accept and file the Fire Department Report for June, 2019. AIF. Motion carried.

B. DEPARTMENT OF PUBLIC WORKS: Council accepted both Jerry Dines’ and John Pickerd’s resignation. Howard City Municipal Services is in charge of water and wastewater until further notice. Motion by Trustee Parkhurst with support by Trustee Rau to give President Quinlan the

authority to sign the contract between the Village of Howard City and the Village of Sand Lake in regard to water and wastewater treatment. AIF. Motion carried. Council members and other volunteers are doing brush clean-up as scheduled and garbage pickup in the park and other locations within the Village. Pipes in well house have to be ground and painted in the near future.

- C. DEPARTMENT OF PUBLIC SAFETY: Kent County Sheriff's Department schedule was created and forwarded to the county. Discussion about the police cars. Trustee Baker will put item on the agenda for the next committee meeting. Trustee Baker made a motion to allow the Nelson Township Zoning Administrator as well as Zoning Administrator for the Village to use the Vue body cameras for safety reasons when they have to do visits; support by Trustee Helton. AIF. Motion carried.
- D. HUMAN RESOURCES: Trustee Gokey mentioned a new form to record committee minutes. The council meeting is being recorded and meetings will be recorded until further notice.
- E. CEMETERY/PARKS & REC: Cemetery clean-up day is August 17, 2019 at 9 a.m. Trustee Jerome invited all to come out and help clean up brush. Possible grant for updating playground equipment in the park. Specifically, a train because of the history of Sand Lake. Trustee Jerome spoke about cleaning headstones of those whose headstone can't be read. Trees have been removed but the stumps have not yet been ground. Trustee Jerome received a complaint in regard to the placing of a monument. Trustee Jerome followed up on the complaint with the monument company; the company admitted fault and agreed to fixing the problem. One banner was stolen from the downtown area. Trustee Jerome does not recommend replacing the banner because of the cost. The poles for the banners require adjustment. Trustee Jerome will work on fixing this issue. Nothing more to report.
- F. CODE ENFORCEMENT: Tracy Quinlan, Zoning and Ordinance Administrator reported one pending case against Paul Collins and one complaint from two Village residents over a boundary dispute. Quinlan requested compensation for being the Zoning and Ordinance Administrator. Request referred to Human Resources Committee.
- G. FINANCE AND BUDGET: Water and Sewer Rate Study is available to the public. Discussion in regard to future budgeting of the Department of Public Works hours and rate of pay. Cemetery contracted services are at 83%. Trustee Jerome would like copies of all the cemetery invoices and receipts. Public Safety budget will likely need adjusting at the end of the fiscal year. Discussion about legal fees in general. State unemployment seems high; we will monitor this closely in the future. Buildings and ground travel had no line item; the budget will have to be adjusted. Trustee Jerome questioned all the charges to White Creek Lumber and suggested a more streamlined approach to purchasing.

12. OLD BUSINESS:

- A. ADP Proposal: Table until next month. Motion made by Trustee Gokey and support by Trustee Jerome to table the ADP Proposal until next month. AIF. Motion carried.
- B. Police Car: Motion by Trustee Parkhurst and seconded by Trustee Gokey to table Police Car discussion until next month. AIF. Motion carried.

13. TRUSTEE COMMENTS: Trustee Parkhurst will be out of state for the next committee meetings. The September Finance and Budget committee meeting falls on Labor Day. Trustee Parkhurst suggested

moving the committee meeting. President Quinlan spoke about the possibility of block grants, timing of applications and possible project ideas.

14. ADJOURNMENT: There being no further business to come before the council at this time, Motion by Trustee Parkhurst and support by Trustee Gokey to adjourn. AIF Motion Carried. Meeting adjourned at 9:14 pm.

Respectfully Submitted,

Tracy J. Quinlan
President