

REGULAR MEETING MINUTES
VILLAGE OF SAND LAKE COUNCIL

October 21, 2019, 7:00 p.m.
At the Sand Lake Municipal Building
www.villageofsandlake.org

1. **Call to Order and Pledge of Allegiance:** The Council meeting was called to order by President Quinlan at 7:04pm. The Pledge of Allegiance was recited.

2. **Prayer:** Pastor Daryll Miller led the meeting in prayer.

3. **Roll Call:** MEMBERS PRESENT: Glenn Baker, Marcia Helton, William Rau, Tracy Quinlan, Theresa Jerome, Tonia Parkhurst and Rachel Gokey. ABSENT: None.

4. **Comments by the President:**

President Quinlan did not have any comments.

5. **Public Comments:**

Public comment opened at 7:07 pm.

Mr. Wesche wanted to know when leaf pick up is happening and if they are going to be sucked up. *Leaves will be picked up by the leaf sucker starting the 3rd Wednesday of October until snow falls and the plow needed to be hooked up.*

Pastor Jorge inquired about what is happening with the Fall Cleanup. *He was informed that Nelson Township hosts the Fall Cleanup. The Village has not been informed of reasoning or rescheduling at this time.*

Maggie Merritt inquired about a computer the Village is donating to the Sand Lake Museum. The Village will give the donated computer to the Museum once it has been wiped clean.

Public comment closed at 7:10 pm.

6. **Adoption of Agenda:**

Motion Made by Parkhurst, with support by Jerome to accept the agenda as printed. AIF. Motion Carried.

7. **Administrative Reports:**

a. **Minutes:**

i. September 16, 2019 Regular Meeting:

Motion Made by Parkhurst, with support by Gokey, to accept and file September 16, 2019 Regular Meeting minutes as is. AIF. Motion Carried.

b. **Financial Matters:**

i. **Financial statements:** Motion Made by Parkhurst, with support

by Baker, to accept and file the September 2019 financial statement. AIF. Motion Carried.

ii. **Accounts payable:** Motion Made by Parkhurst, with support by Baker, to pay the bills in the amount of ninety-nine thousand one hundred ten dollars and ninety-six cents (\$99,110.96). AIF. Motion Carried.

iii. **Approval of Dell Quote:** Motion Made by Gokey, with support by Parkhurst, to approve the purchase of a Dell computer for the Village Treasurer in the amount of \$857.06 (eight hundred fifty-seven dollars and six cents). AIF. Motion Carried.

iv. **Approval of Quote for Approach to fix Helton's Driveway:** Motion Made by Parkhurst, with support by Baker, to approve the repair of the approach to Helton's driveway (to help save the new road) in the amount of \$4,615 (Four thousand six hundred fifteen dollars). AIF. Motion Carried. Note: Trustee Helton abstained from voting.

v. **Approval to apply for Village credit card:** Discussion was had about Village bills. Several of them have a 10-14 day window for remittance as well as account usage fees for certain vendors (Fuelman) that sometimes outweigh what the charges even are. The Council would like to find a way to simplify the bill paying process for the Village.

Motion Made by Baker, with support by Parkhurst, to authorize the Village clerk to pay the utilities and reoccurring bills whether check or auto deduct. AIF. Motion Carried.

vi. **Approval to pay certain accounts payables via credit card:** Discussion will be had with other Municipalities to see what type of credit card they use.

vii. **Approval of Budget Amendment:** Line categories for the Police budget are out of alignment and need to be adjusted to balance the contract services and legal fees. Motion Made by Parkhurst, with support by Jerome, to amend the police budget as presented. AIF. Motion Carried.

8. Verizon Wireless 4G/5G Upgrade

Presentation, on behalf of Verizon, was made by Austin Babich.

Motion Made by Parkhurst, with support by Jerome, to accept revision number 4 (four), to the Verizon lease contingent on Dan Kitchen's approval in addition to President Quinlan signing the release, if approval is given. AIF. Motion Carried.

9. IRS Federal Tax Deposit:

a. Report by Rachel Gokey, Interim Clerk.

Gokey informed the Council about an underpayment and penalty received from the IRS for the 2nd quarter of 2019.

10. Michigan Municipal Risk Management:

a. Property and Liability Coverage: President Quinlan informed the Council that the premium for the Village has decreased and the annual "kick back" for the Village went from \$468 to \$809.

11. Approval for Kent County Community Development Grant Applications:

a. **Dog park:** Looking to get fencing, posting signs, benches, trash receptacles, leash posts, k-9 castle and more play areas for the dogs. Motion Made by Gokey, with support by Jerome, to move forward with the Kent County Community Development grant application for a community dog park. AIF. Motion Carried.

b. **Benches/planters:** Motion Made by Gokey, with support by Parkhurst, to move forward with the Kent County Community Development grant application for downtown beautification to include benches(6-10), trashcans (26), tables with chairs attached(2-4), planters and a bike pump. AIF. Motion Carried.

c. **Digital Sign in Salisbury Park:** Motion Made by Jerome, with support by Parkhurst, to move forward with the Kent County Community Development grant application for a digital sign in Salisbury Park. AIF. Motion Carried.

12. Digital Speed Sign

a. Proposal to Authorize Purchase: Motion Made by Jerome, with support by Baker, to authorize President Quinlan to purchase 2 (two) Evolis digital speed signs, up to \$6,000. AIF. Motion Carried.

13. Downtown Speak System:

Discussion was had about a credit given to the Village due to different wiring being used on the downtown streetlights then planned. With the excess credit, a generous donation from both the Chamber of Commerce and Dean's Excavating the Village contributing \$1,500 the Council. Motion Made by Parkhurst, with support by Gokey, for the Village of Sand Lake to commit \$1,500 to move the Bluetooth wireless speaker project forward for downtown. AIF. Motion Carried.

14. Department Reports

a. Fire Department:

Motion Made by Parkhurst, with support by Baker to file the September 16th, 2019 Fire Department report. AIF. Motion Carried.

b. Human Resources:

- i. Update on Clerk: With everything that is happening within the offices, getting the processes down and documents corrected.
- ii. Snowplowing Help Wanted: In the post for a few weeks for PRN (part time, on call, as needed only). Army and the DPW committee will get all applications. Please spread the word.
- iii. Claim #203564 and Response: The Village received a claim from the Labor board and President Quinlan has submitted our response. She will inform the Council and Village if and when we hear back.

c. **Cemetery/Parks and Recreation:** Cemetery ordinance needs to be finalized. The committee would like to start the expansion and updates next Spring with the perpetual care fund.

d. Zoning

i. **Update on Collins:** clean up has taken place. The next process will begin now.

ii. **Plan for additional ordinance violation letters.** Ordinance letters will begin being sent for businesses being used as storage, inoperable vehicles and any additional ordinance violations discovered.

e. **Ordinance**

i. Rescind Ordinance 2011-01 the Michigan Medical Marihuana Act Motion Made by Parkhurst, with support by Quinlan, to rescind ordinance 2011-01 (Michigan Medical Marihuana Act).

ROLL CALL VOTE

Baker-Yes

Helton-Yes

Rau-Yes

Quinlan-Yes

Jerome-Yes

Parkhurst-Yes

Gokey-Yes

AIF. Motion Carried.

Public comment opened at 8:47pm

Maggie Merritt inquired what kind of control we will have, if any, over how a business is able and allowed to come into the Village and operate. President Quinlan discussed the ordinance and how detailed it is. This terminology was put in place to protect the Village. Franchises are the only businesses to help ensure additional checks and balances are in place. The ordinance even specifies hours of operations, security cameras, etc. There is a copy available at the Village office for anyone looking for complete version. Discussion was had on the pros and cons. The Council strongly encourages residents to thoroughly do their research on all aspects surrounding this topic.

Public comment closed at 9:40pm.

ii. Allowance for Marijuana Dispensary: Motion Made by Parkhurst, with support President Quinlan, to adopt the Village of Sand Lake Commercial Marihuana Establishment Ordinance.

ROLL CALL VOTE:

Baker-Yes

Helton-No

Rau-Yes

Quinlan-Yes

Jerome- Yes

Parkhurst- Yes

Gokey- Yes

Motion Carried.

Motion Made to by President Quinlan, with support by Baker, to accept the proposed Council changes to the Village of Sand Lake Commercial Marihuana Establishment Ordinance. AIF. Motion Carried.

f. Department of Public Works

- i. PH Tester/Oxygen Tester: Item is under \$500 so the DPW Supervisor, Army, is able to just go ahead and purchase.
- ii. Water and Sewer Line Locator: Motion Made by Parkhurst, with support by Jerome, to allow Army to purchase a Water and Sewer Line Locator, up to \$3,500 (three thousand five hundred dollars). AIF. Motion Carried.
- iii. Approval to sell police cruiser: Motion Made by President Quinlan, with support by Parkhurst, to put the police cruiser on repo cast, with a \$2,500 reserve. AIF. Motion Carried.

15. Old Business:

There is no old business.

16. Council Comments:

No Council Comments.

17. Adjournment:

Motion Made by Parkhurst, with support by Gokey, to adjourn at 9:56pm. AIF. Motion Carried.

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

Respectfully yours,

Rachel D. Gokey
Village of Sand Lake
Interim Clerk

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