



2 E Maple St. Sand Lake, MI 49343
August 19, 2024 7:00pm

Regular Council Meeting Agenda

1. Call to Order, Pledge of Allegiance to The Flag
2. Roll Call
 _____ Doerr _____ Wright _____ Helton _____ Merritt _____ Christensen
 _____ Latham _____ Camilleri
3. Adoption of Agenda
4. Public Hearing: Variance Application, Nelson Township
5. Presidents Report
6. Consent Agenda:
 - a. Minutes from July 15, 2024, Regular Meeting
 - b. Accounts payable: August Bills
 - c. Cash Receipting and Account Balances
 - d. Fire Department
 - e. DPW
 - f. Zoning
7. Public Comment (Limited to 3 minutes per person): *The purpose of public comment is to allow the speaker's remarks to be heard, It is not meant to be an opportunity to question or debate members of Council and substantive question on issues will not be responded to. All speakers are required to keep to the 3-minute time limit. This ensures consistency and fairness.*
8. Unfinished Business
9. New Business
 - a. MMRMA Insurance Approval
 - b. Quality Air Contract Renewal

- c. Preferred Landscaping quote
- d. Ordinance 2024-02 Village Council and Village President Compensation
- e. Resolution 2024-07 To Set Compensation for Village Council and President
- f. Ordinance 2024-03 To Amend 9.2 Creation of Planning Commission
- g. Resolution 2024-08 To Set Compensation for Planning Commission
- h. DPW request for funding for the well house roof
- i. Schedule of Fees Approval

10. Public Comment (Limited to 3 minutes per person): *The purpose of public comment is to allow the speaker's remarks to be heard, it is not meant to be an opportunity to question or debate members of Council and substantive question on issues will not be responded to. All speakers are required to keep to the 3-minute time limit. This ensures consistency and fairness.*

11. Council Comment

12. Adjournment

Next Meeting Is September 16, 2024

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

“In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. (Not all prohibited basis apply to all programs).”

FINANCIAL STATEMENT FOR JULY 2024

CD#	TYPE	DATE	AMOUNT
24709	Cemetery PC	07/31/24	\$ 17,263.99
58767	Sewer O & M	07/31/24	\$ 173,629.36
84068	General Fund	07/31/24	\$ 290,000.00
90847	Lake Street CD	07/31/24	\$ 207,565.06

9677 SEWER BOND RESERVE	\$ 47,500.00
9680 SEWER REPAIR, REPLACEMENT, IMPROVEMENT	\$ 74,758.48
3181 ROAD CONSTRUCTION DOWN TOWN LAKE ST	\$ 1,791.70

VILLAGE SAVINGS ACCOUNT # 1572

BEGINNING BALANCE.....	\$ 1,000.36
RECEIPTS.....	\$ 232,300.57
DISBURSEMENTS.....	\$ (232,300.57)
ENDING BALANCE 1572.....	\$ 1,000.36
SWEEP ACCOUNT 3269.....	\$ 431,977.32
TOTAL.....	\$ 449,390.77

VILLAGE CHECKING ACCOUNT # 0054

BEGINNING BALANCE.....	\$ 24,784.38
RECEIPTS.....	\$ 114,663.69
DISBURSEMENTS.....	\$ (111,999.46)
ENDING BALANCE.....	\$ 27,448.61

CONSUMERS CREDIT UNION (FIRE ACCOUNT)

2129	CD	06/30/24	\$ 104,571.84
0576	Money Market	06/30/24	\$ 133,838.08
5839	Savings	06/30/24	\$ 25.00
ENDING BALANCE.....	\$ 238,434.92		

Fire Department Update:

August 19, 2024

Community Service:

Lisa & Matt took Medic 7 and Engine 6 to the Touch a Truck at the Library on 7/27/24.
Paul took Engine 6 to the Community Picnic at the Park 7/27/24.

Rescue Squad:

No Report

Communications Update:

Fireman's Parade at the Greenville High School is August 16th
Annual Physicals will be done on September 28th. Bio Care will come to the department to conduct.

Updates:

Hose testing 7/23/24 – All Passed
SCBA Annual Inspection 7/30/24 – Had a few repairs on a couple packs but otherwise all went well.

Kent County Fire Engine Update:

No Report

Work Detail:

Trimmed trees and brush at a residence home on Hemlock.

Training:

8/21/24 Pump Training & Drafting

Personnel:

August 4, 2024, Meeting Attendance: Officers: 2, Fire Fighters: 16 Ex: 3

*Chief's report prepared by Nyha Shick, Fire Fighter 24

August 2024 Life in the DPW

After what some may have said was “stifling”, our weather has taken a nice turn towards cooler. It has been nice weather to work outside on some projects you may have had on your “to do” list.

As we approach the fall time of year, just some reminders. Firstly, remember brush pick up continues to be the 1st and 3rd Thursday of each month. Secondly, if you currently have yard debris (small twigs, old leaves, flower garden trimmings, etc.), please put these in paper yard waste bags. They can be set out any day of the week and we will pick them up at our next convenience, generally the next day. Thirdly, leaf pick up with the leaf vacuum will begin around the first part of October. Leaf piles must be at the edge of the road and in long, linear piles.

We are also wrapping up our Lead and Copper investigation which is required by the State of Michigan. This will help verify that we have no lead water mains, connections or lead service lines in our system.

We hope that you are enjoying the nice amenities we have in our small Village as we continue to work towards improvements in our different departments and areas of responsibilities.



Village of Sand Lake

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

Village of Sand Lake Zoning Report

Month of August Year of 2024

Zoning permits issued for new stick-built homes: 1

Zoning permits issued for Manufactured Homes: 1

Zoning permit issued for garages and out buildings: 1

Zoning permits issued for other: _____ Nature of other permits: _____

Number of occasions permit of zoning information was given: _____

Number of phone calls: _____

*Amendment for paradise code
near completion. Seasonal Campgrounds*

Number of complaints: _____

Nature of complaints: FPMZ near completion

Number of legitimate complaints: _____

Number of unfounded complaints: _____

Citations issued: _____

*see attached letters that have been
delivered recently*



Quality People. Building Solutions.™

3395 KRAFT, S.E., • GRAND RAPIDS, MI 49512-0703
(616) 956-0200 • FAX (616) 956-0403

July 18, 2024

VILLAGE OF SAND LAKE
2 MAPLE STREET
SAND LAKE, MI 49343

**Re: Guaranteed Professional Maintenance
GR-G3929 Village of Sand Lake**

At *Quality Air* we strive to make your facility more comfortable in the most cost-effective way. Our comprehensive, regularly scheduled services improve the conditions of your facility as well as reduce your operating costs by lowering energy costs and extending the life of your HVAC equipment. Our Service Technicians monitor and maintain your equipment to keep your business operating without interruption as safely and efficiently as possible.

While every effort is made to control our costs, we continue to experience increases in wages and benefit costs for qualified technicians as well as price increases from parts and equipment suppliers. Due to these influences, we find ourselves in the position of having to extend a contract price increase of \$23 per month effective September 01, 2024.

Thank you for your continued patronage, we feel privileged to serve you. Please call me at 616-855-8537, if you have questions regarding this notice or any aspect of our service.

Sincerely,

Steve Wester

General Manager

SW/ka



A Comfort Systems USA Company





Preferred Landscaping

PO Box 24 | Sand Lake, Michigan 49343
(616) 866-4491 | general@preferredlandscapeinc.com

RECIPIENT:

Village of Sand Lake

2 East Maple Street
Sand Lake, Michigan 49343

Quote #1476

Sent on

Apr 05, 2024

Total

\$4,175.00

Product/Service	Description	Qty.	Unit Price	Total
				Not included
LAN-SER	Install fabric, Natural mulch, and Bowels Myrtle ground cover in landscape beds around the police department.	1	\$3,425.00	\$3,425.00*
				Optional
LAN-SER	Install fabric, 1-2" washed stone, and lavender with grasses in landscape beds around the police department.	1	\$4,175.00	\$4,175.00*

A deposit of \$1,000.00 will be required to begin.

Total

\$4,175.00

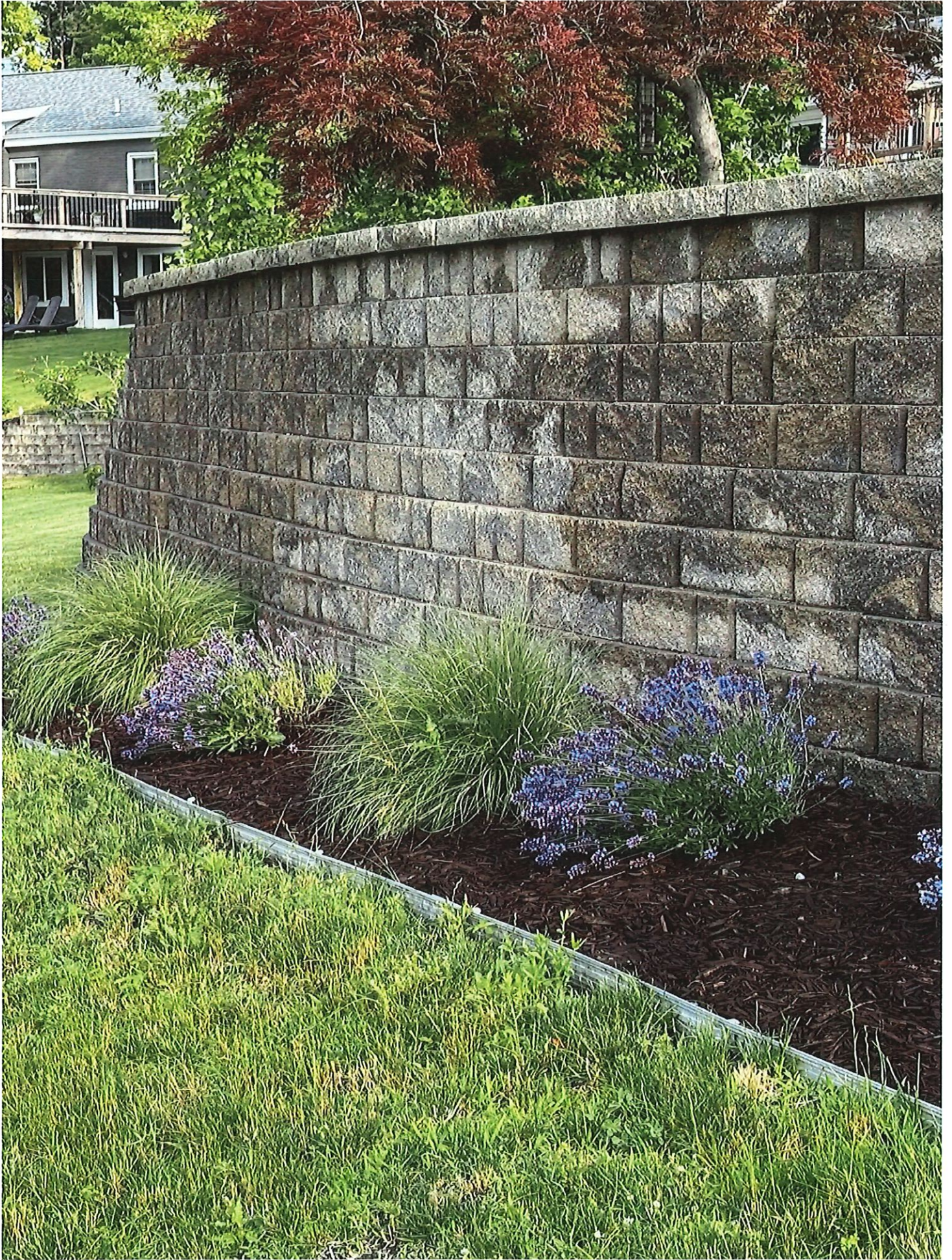
* Non-taxable

50% deposit required on acceptance of job.

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____

With stone instead of mulch.



**VILLAGE COUNCIL
VILLAGE OF SAND LAKE
KENT COUNTY, MICHIGAN**

(Ordinance No. 2024-02)

At a Regular meeting of the Village Council for the Village of Sand Lake held at Village Hall on August 19, 2024, at 7:00 p.m., the following Ordinance was offered for adoption by Village Councilmember _____ and was seconded by Village Councilmember _____:

AN ORDINANCE TO AMEND THE VILLAGE OF SAND LAKE CODE OF ORDINANCES CHAPTER IX, SECTION 9.1 ENTITLED “COMPENSATION FOR THE VILLAGE PRESIDENT”; AND CHAPTER IX, SECTION 9.2 ENTITLED “COMPENSATION FOR VILLAGE COUNCIL MEMBERS.”

THE VILLAGE OF SAND LAKE (the “Village”) ORDAINS:

Article 1. Amendment of Chapter IX, Section 9.1. That Chapter IX, Section 9.1 of the Village of Sand Lake Code of Ordinances is hereby amended to read in its entirety as follows:

9.1 Compensation for the Village President.

9.1.1 The President of the Village of Sand Lake shall be compensated as follows:

(a) Compensation in an amount determined by resolution of the Village Council to be paid in monthly payments on the second pay period of each month. Such compensation may include a base salary, a per diem rate for attending Council meetings and other meetings in fulfillment of the duties of the President. All compensation shall be fair and reasonable and in general conformity with the amount of compensation paid to such persons of villages which are similar in size and complexity as the Village of Sand Lake.

(b) The Village Council may adopt a resolution requiring a certain number of hours per week the Village President is expected to spend engaged in Village of Sand Lake business.

(c) The Village President shall provide the Council with a monthly President’s Report.

(d) The Village President shall be reimbursed for expenses incurred in fulfillment of official duties pursuant to policies established by resolution of the Village Council.

Article 2: Amendment of Chapter IX, Section 9.2. That Chapter IX, Section 9.2 of the Village of Sand Lake Code of Ordinances is hereby amended and reads in its entirety as follows:

9.2 Compensation for Village Council Members.

9.2.1 The Council Members of the Village of Sand Lake shall be compensated as follows:

(a) Compensation in an amount determined by resolution of the Village Council. Such compensation may include a base salary, a per diem rate for attending Council meetings and other meetings in fulfillment of the duties of the Council. All compensation shall be fair and reasonable and in general conformity with the amount of compensation paid to such persons of villages which are similar in size and complexity as the Village of Sand Lake.

(b) The Village Council may adopt a resolution requiring each council member to serve on at least two sub committees.

(c) The Village Council shall be paid quarterly (March 31st, June 30th, September 30th and December 31st).

(d) Village Council Members shall be reimbursed for expenses incurred in fulfillment of official duties pursuant to policies as may be established from time to time by resolution of the Village Council.

Article 3. Severability. If any section, provision or clause of this Ordinance or the application thereof to any person or circumstance shall be invalid, such invalidity shall not affect any remaining portion or application of this Ordinance which can be given effect without the invalid portion or application.

Article 4. Effective Date. Following its publication in a manner required by law, this Ordinance shall become effective immediately.

The vote regarding the adoption of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Mollie Doerr
Village President

Donna Westerbrink
Village Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and accurate copy of the Ordinance adopted by the Village Council for the Village of Sand Lake, Kent County, Michigan, at a meeting of the Village Council duly called and held on _____.

Adopted:
Published (Date / Newspaper):
Effective:

By:

Donna Westerbrink
Village Clerk

VILLAGE OF SAND LAKE
KENT COUNTY, MICHIGAN
(Resolution No. 2024-07)

At a regular meeting of the Village Council for the Village of Sand Lake in Kent County, Michigan, held at the Village Hall on August 19, 2024, beginning at 7:00 p.m., the following Resolution was offered for adoption by Council Member _____ and was seconded by Council Member _____:

**A RESOLUTION TO ESTABLISH THE COMPENSATION FOR
VILLAGE PRESIDENT AND VILLAGE COUNCIL MEMBERS.**

RECITALS

Pursuant to Ordinance No. 2024-02 (Chapter IX, Sections 9.1 and 9.2 of the Village of Sand Lake Code of Ordinances), the Village President and Village Council members shall be compensated in an amount determined by resolution of the Village Council.

A. The Village Council desires to establish such compensation for the Village President and for the Village Council members in an amount that it has determined is fair and reasonable and in general conformity with the amount of compensation paid to such persons of other villages of similar size and complexity.

RESOLUTION

BE IT RESOLVED AS FOLLOWS:

1. Commencing immediately upon the effective date of this Resolution, the compensation for the Village President shall be eighteen thousand dollars (\$18,000.00) annually to be paid in monthly payments on the second pay period of each month.

2. Commencing with the September 16, 2024 regular meeting of the Village Council, the compensation for Village Council members shall be fifty dollars (\$50.00) for each regular and

special Council meeting actually attended during their term of office to be paid quarterly (March 31st, June 30th, September 30th, and December 31st).

3. The compensation established by this Resolution is to be applied prospectively and in no event shall the Village President or Village Council members be compensated for work previously performed or meetings previously attended.

4. All other Village resolutions in conflict with this Resolution are hereby declared to be repealed to the extent of any such conflict.

5. This Resolution shall become effective upon the effective date of Village of Sand Lake Ordinance No. 2024- ____.

The vote to adopt this Resolution was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Village Council of the Village of Sand Lake at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Donna Westerbrink
Village of Sand Lake Clerk

VILLAGE OF SAND LAKE
COUNTY OF KENT
STATE OF MICHIGAN

ORDINANCE NO. 2024-03

At a regular meeting of the Village Council for the Village of Sand Lake held at the Village Hall on August 19, 2024, at 7:00 p.m., the following Ordinance was offered for adoption by Village Councilmember _____, and seconded by Village Councilmember _____:

AN ORDINANCE TO AMEND CHAPTER IX, SECTION 9.2 OF THE VILLAGE OF SAND LAKE CODE OF ORDINANCES, ENTITLED “CREATION OF VILLAGE PLANNING COMMISSION.”

THE VILLAGE OF SAND LAKE (the “Village”) ORDAINS:

Section 1. Amendment of Chapter IX, Section 9.2. That Chapter IX, Section 9.2 of the Village of Sand Lake Code of Ordinances is amended to read in full as follows:

9.2.5 Creation of Village Planning Commission.

9.2.5.1 The Sand Lake Planning Commission, hereinafter referred to as “the Commission,” is hereby established in accordance with state law including, without limitation, the Michigan Planning Enabling Act, Act No. 33 of 2008, as amended. The Village President shall appoint members to the Commission, subject to approval by a majority vote of the Village Council elected and serving.

9.2.5.2 The Commission shall consist of five (5) members who shall represent insofar as is possible important segments of the community and who shall also be representative of the entire territory of the local unit of government to the extent practicable.

9.2.5.3 Members of the Commission shall be qualified electors of the Village except that up to two (2) members may be individuals who are not qualified electors of the Village but are qualified electors of another local unit of government.

9.2.5.4 The Village President or one (1) member of the Village Council may be appointed to the Commission as an ex officio member. Except as provided in this subsection, an elected officer or employee of the Village is not eligible to be a member of the Commission. The term of an ex officio member of the Commission, if any, shall correspond to his or her term as an elected official.

9.2.5.5 Members of the Commission other than an ex officio member shall be appointed for three (3) year terms. However, of the members of the Commission,

other than an ex officio member, first appointed, a number shall be appointed to one (1) year or two (2) year terms such that, as nearly as possible, the terms of one-third (1/3) of all the Commission members will expire each year. If a vacancy occurs on the Commission, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment.

9.2.5.6 The duties and powers of the Commission shall be in accordance with state law and local ordinance.

9.2.5.7 Members of the Commission shall be compensated in an amount as determined by Village Council resolution.

Section 2. Repealer. Any other ordinances in conflict with this Ordinance are, to the extent of such conflict, hereby repealed.

Section 3. Severability. If any section, provision or clause of this Ordinance or the application thereof to any person or circumstance shall be invalid, such invalidity shall not affect any remaining portion or application of this Ordinance which can be given effect without the invalid portion or application.

Section 4. Effective Date. Following its publication in a manner required by law, this Ordinance shall become effective immediately.

The vote regarding the adoption of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Mollie Doerr
Village President

Donna Westerbrink
Village Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and accurate copy of the Ordinance adopted by the Village Council for the Village of Sand Lake, Kent County, Michigan, at a meeting of the Village Council duly called and held on _____.

Adopted:
Published (Date / Newspaper):
Effective:

By:

Donna Westerbrink
Village Clerk

VILLAGE OF SAND LAKE
KENT COUNTY, MICHIGAN
(Resolution No. 2024-08)

At a regular meeting of the Village Council for the Village of Sand Lake in Kent County, Michigan, held at the Village Hall on August 19, 2024, beginning at 7:00p.m., the following Resolution was offered for adoption by Council Member _____ and was seconded by Council Member _____:

**A RESOLUTION TO ESTABLISH THE COMPENSATION FOR
VILLAGE OF SAND LAKE PLANNING COMMISSION
MEMBERS.**

RECITALS

Pursuant to Ordinance No. 2024-03, (Chapter IX, Section 9.2.5, Subsection 9.2.5.7, of the Village of Sand Lake Code of Ordinances), Village of Sand Lake Planning Commission members shall be compensated in an amount established by resolution of the Village Council.

A. The Village Council desires to establish such compensation for the Village of Sand Lake Planning Commission members in an amount that it has determined is fair and reasonable and in general conformity with the amount of compensation paid to such persons in other villages of similar size and complexity.

RESOLUTION

BE IT RESOLVED AS FOLLOWS:

1. Commencing with the September 30, 2024 Planning Commission meeting, each member of the Planning Commission shall be compensated \$45.00 for each regular or special Planning Commission meeting actually attended during their term of office.

2. Planning Commission members shall be paid quarterly (March 31st, June 30th, September 30th, and December 31st).

3. Planning Commission members shall be compensated prospectively and shall not be compensated for meetings attended before September 30, 2024.

4. All other Village resolutions in conflict with this Resolution are hereby declared to be repealed to the extent of any such conflict.

5. This Resolution shall become effective immediately upon its adoption.

The vote to adopt this Resolution was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Village Council of the Village of Sand Lake at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Donna Westerbrink
Village of Sand Lake Clerk

Request for funding for the Village of Sand Lake Wellhouse Roof

August 19, 2024

The DPW Department is requesting additional funding for the roof of the Villages wellhouse located just off Arthur Youngs Rd. The roof, as indicated by the picture, is failing and in need of very soon repair. The project was budgeted for in this year's budget but due to a higher total cost for the well cleaning project earlier in the year, we are now requesting additional funding for the repair. We have received a bid from the Melvin Belk Company for \$4020.80. The bid sheet indicates what the contractor will do and supply and as you can see, the shingles have a long-life expectancy and the contractors work is guaranteed for 10 years. The contractor has stated that the roof underlayment and structure is still sound and should not need any attention.

Respectfully,

Ryan and Bill



Google

ESTIMATE

Water Shed

Customer

Village Of Sand Lake
Sand Lake, Mi 49339

Prepared By

Caleb Olson, Lic#
352200460
8370 Benham St Ne, Cedar
Springs, MI 49319

Prepared On

8/1/2024

(616) 799-6708
calebolson.belkroofing@
gmail.com



Estimate items

Description	Quantity
Roofing	
Tear Off & Clean-up of (1) Layer Old Roofing	5.4 sq
Install CertainTeed, Landmark, Lifetime, Warranty, Architectural Shingles. Moire Black	6.7 sq
Install CertainTeed Shadow Ridge	34 ft
Install Slant Back Vent Black	2 count
Install T-Style Rake Edge 1-1/2" on vertical Rake edge Brown-502	0 ft
Install T-Style Eave Edge 1-1/2" on horizontal Eave edge Brown-502	0 ft
Other	
Install Synthetic Felt Underlayment	0 sq
Install Starter Shingle Roll. (Architectural Shingle)	0 ft
Use 1-1/4" Coil Nails (6-Nails Per Shingle)	0 sq
Solar Seal (For Roofing)	1 count
Any sheeting needing to be replaced will be at \$90.00 per 4'x8' sheet or \$3.90 a Lin Ft for 1x 6 planks. Notes: Sheeting will be used when Rotten, Delaminated or Spaced decking bigger than 1/4" inch is found, Sheeting will be used when a nail-able deck or plank decking bigger than 6" inches is required to meet Manufacture Spec's & or Code.	1 count
Includes all Cleanup & Disposal Fee's	1 count
Delivery Fee	1 count
Was able to view the attic.	1 count
This Proposal is only good for 30 days.	1 count
All work guaranteed for Ten Years.	1 count



Estimate items

Description	Quantity
Payment as follows: \$1/2 down and balance due upon completion. Make Check Payable To Melvin Belk	1 count

Summary

Description	Amount
Total	\$4,020.80

Village of Sand Lake Schedule of Fees	Fee	Escrow
Administrative Site Plan Review	\$50.00	
Dispensary Business Application	\$5,000.00	
Event Application	\$15.00	
Fire Report	\$5.00	
Fireworks Permit - Professional	\$250.00	
Gazebo Rental	\$50.00	
Master Plan Copy	\$15.00	
Peddlers Permit	\$25.00	
Planning Commission – Special meeting	\$500.00	
Private Road Permit	\$250	\$1,000.00
Rezoning	\$250	\$1,000.00
Right of Way Telecommunications	\$500.00	\$500.00
Single Ordinance or Resolution- Copy	\$5.00	
Site Plan Amendment	\$250.00	\$500.00
Site Plan Review	\$250.00	\$500.00
Special Use Permit	\$250.00	\$1,000.00
Variance Application	\$250.00	
Zoning Board of Appeals	\$250.00	
Zoning Compliance Applications	\$50.00	
Zoning Ordinances - Copy	\$15.00	
Sign Permit	\$50.00	
Garage sale sign	\$10.00	
Chicken Permit	\$25.00	
Water connection fee	\$3,300.00	
Commercial connection fee 5/8, ¾, & 1 inch	+10%	