

**VILLAGE OF BEAR LAKE COUNCIL**

12376 Virginia Street

Bear Lake Village Hall

**April 18, 2024**

**6:30 p.m.**

**UNAPPROVED REGULAR MEETING MINUTES**

**CALL TO ORDER**

The regular monthly meeting of the Bear Lake Village Council was called to order by President Shelly Lynnes at the Village Hall at 6:28 p.m. The Pledge of Allegiance was said.

**ROLL CALL:**

**President:** Shelly Lynnes    **Council:** Heather DeRidder, Janene Gee, Rodney Gee, Daniel Heiss

**Treasurer:** Tracy Gary    **Clerk:** Becky Cline    **Staff:** Jake Cline

**GUESTS:**            **In Person:** Thomas Mallison, Arvin Jay Krause, Pauline Jaquish, Kyle Kotecki  
**Phone:** Jeanne Walsh-Vission

**ADOPTION OF AGENDA:**

**A motion to adopt the agenda with the change of Shelly speaking on the Manistee Recreation Association instead of Eric Thuemmel was made by J. Gee/ Heiss.**

**Ayes:** DeRidder, J. Gee, R. Gee, Heiss, Lynnes

**Nays:** None

**Absent:** None

**PUBLIC COMMENT REGARDING AGENDA ITEMS (3 minute maximum per person):**

Tom Mallison shared his appreciation for the negotiations that have been held the last couple of months between the BLAHS and the Village Council in regards to the museum and the cooperation of the two entities working together for the community's benefit.

**CORRESPONDENCE:**

- Letters received expressing concern for the BLAHS
  - Charlene Myers (Village taxpayer)
  - Judy Johnson (Not a Village taxpayer)
  - Ken Bluhm (Not a Village taxpayer)
  
- Letter received expressing concern for the water bill increase
  - Mario LopezJanene will respond on the Village's behalf to Mario Lopez.

**APPROVAL OF PRIOR MEETING MINUTES:**

**A motion to approve the March 21 Unapproved Meeting Minutes was made by R. Gee/ J. Gee.**

**Ayes:** J. Gee, R. Gee, Heiss, Lynnes

**Nays:** None

**Abstain:** DeRidder

**Absent:** None

**NEW BUSINESS:**

- EGLE No-Match Grant
  - The Village was awarded a TMF grant in the amount of \$54,500 for water system improvements. The grant will pay for the lead and copper surveys that need to be completed in 2024. It will finance a portion of a GIS system used for keeping record of service material inventory, water main locations, hydrants, etc. Ken Mlcek was instrumental in the application process for the grant.

- Manistee Recreation Association

Every year each township donates money to the MRA so the children within each township can participate at a reduced rate. The question of where the funding for the children of the Village to participate in the activities of the MRA was raised by the MRA. Shelly, Rodney, and Janene attended the Bear Lake Township meeting and inquired how the compensation to the MRA on behalf of the Village children would be met. In the past there were only a few children from within the Village participating, this year there are 17. It was decided that Bear Lake Township will incur the cost for the Village children.

**REPORTS:**

**MAINTENANCE REPORT:** Jake Cline

- See DPW Manager’s Report Below

**TREASURER’S REPORT:** Tracy Gary

- See Reports Below

Tracy had the Fund Balances and Equipment Rental Report available for the council for review. She also reported that she voided the check from January to the library and a new check was printed and will be mailed.

**BILLS TO BE PAID:** Becky Cline

- See Itemized List Below

**A motion to approve the April 2024 Clerk’s Report with the addition of \$39,471.99 for DPW Repayment loan and \$157 for Village Hall water bill from the General Fund and also approve paying monthly utilities before meeting if situation arises was made by J. Gee/ R. Gee.**

**Ayes:** DeRidder, J. Gee, R. Gee, Heiss, Lynnes

**Nays:** None

**Absent:** None

**COMMITTEE CHAIR REPORTS:**

**PARK:** Janene Gee & Rodney Gee

- Hopkins Park Update on Rules- subletting camping vehicles  
Jeanne has updated the rules on the website to read that the subletting of camping vehicles in Hopkins Park is not allowed.

**WATER:** Rodney Gee & Daniel Heiss

- Water Ordinance Update – Property Owner and Tenant/Occupant Responsibility Issue – Pending attorney review  
Shelly met with the attorney and he is looking at the Water Ordinance and Water Resolution to see which supersedes the other.
- Update to Water Ordinance Schedule A - Fees and Charges- Update Fees and Charges and determine date effective for new Schedule.  
The Village Council reviewed estimates from Kyle Bond with MRWA that were given to Jake as a guideline for updating the Village’s water fees. The council discussed.  
**A motion was made by R. Gee/ Heiss to approve updating the water fees. Changing the fee for meter testing at user’s request is contingent on Jake getting accurate pricing on meter testing. A statement to include that the Village is responsible for incurring the cost for a bad meter.**  
**Ayes:** DeRidder, J. Gee, R. Gee, Heiss, Lynnes  
**Nays:** None  
**Absent:** None

The updated Water Ordinance Schedule A - Fees and Charges 4/18/24 is attached below.

- USDA 2023 Report Update- The report is almost completed for 2023.

**STREETS, TREES, SIGNS, LIGHTS, SIDEWALKS, BUILDINGS, GROUNDS & EQUIPMENT:** Daniel Heiss & Rodney Gee

- Museum Negotiations Update  
Daniel Heiss and Tom Mallison worked together and came to an agreement of the Village selling the Village Hall property to the BLAHS. This would end the lease between the two entities and be a long-term benefit for both. The conference room in the Village Hall can still be used by the Village Council for meetings up to two months after the occupancy date. Temporary offices will be in the new DPW building.

**Heiss/ DeRidder made a motion, with the approval of the attorney, to move forward with the sale of the entire Village Hall property (Parcel Number 51-32-222-702-01) to the Bear Lake Area Historical Society for \$14,000.**

**Ayes:** DeRidder, J. Gee, R. Gee, Heiss, Lynnes

**Nays:** None

**Absent:** None

- Marina Past Due Easement Update

The current past due amount the Bear Lake Marine owes the Village per the easement agreement is \$9,920. 2016 was when the last payment to the Village was made. Further discussion on the marina will be tabled until May pending the review and recommendation of the attorney on how to move forward.

**COMMUNITY ENRICHMENT:** No chair

**EVENT UPDATE:** None

**BEAR LAKE IMPROVEMENT BOARD:** Bill Beaver

None

**PLANNING COMMISSION:** Jeanne Walsh-Vission

- Zoning Issues
  - No progress as yet on Request for a Zoning Amendment Procedure
  - Cannabis- Ordinance and Zoning changes required – forwarded to President for review
- Blight
  - Update from Village President on any recent reports.  
Shelly reported that there are four active blight complains. Two blight complaints are now closed and three are ready to be submitted to the county.

There are two Planning Commission meetings scheduled for Thursday, May 23 and Thursday, May 30 at 6PM at the Village Hall.

**UNFINISHED BUSINESS:**

- Microsoft emails are still being worked on.
- Approval was received from MML for repairing the DPW truck. Payment will be issued less the \$250 collision deductible.
- Jus-Green contract was canceled and a check was received for the credit on the Village's account.
- Consumers Cellular (old park host phone) account was canceled.

**PUBLIC COMMENT ON ANY VILLAGE COUNCIL TOPIC (3 minute maximum per person):**

Tom Mallison was concerned that the 2023 utility check from the BLAHS had not been cashed yet. Tracy reported that the check has now been deposited. He also would like the Purchase Agreement for the sale of the Village Hall property to be returned to him after it has been signed. He will bring it to the title company and set up the closing. Shelly will also make sure to return the \$5 lease payment check from the BLAHS back to Tom at that time.

**COUNCIL COMMENTS:**

Heather inquired where the Village ordinances can be viewed. There is a binder that holds all the ordinances in the office.

**MEETING ADJOURNMENT:**

**The motion for adjournment at 8:40 p.m. was made by Heiss/ R. Gee.**

**Ayes:** DeRidder, J. Gee, R. Gee, Heiss, Lynnes

**Nays:** None

**Absent:** None

**Next Village Council Regular monthly meeting is May 16, 2024 at 6:30PM.**

Respectfully Submitted,  
Becky Cline  
Clerk, Village of Bear Lake

# DPW Manager's Report April 2024

- Check wells daily
- Tower weekly
- Read meters March 29<sup>th</sup>
- Took water Samples April 3<sup>rd</sup>
- Submitted MOR April 8<sup>th</sup>
- Took water class in Cadillac March 25<sup>th</sup> and 26<sup>th</sup>.
- Set up the other printer in my office so that I don't have to use Tracy's system to scan documents anymore.
- Met with ETNA today for training on meter read system.
- Worked with Ken on TMF Grant
- Worked on CF grant through USDA. Hit a dead end for this year.
- Worked with Lakeshore construction getting updated estimates for Land Bank Grant.
- Got Porta- Potties Ordered for the park
- Ordered non-potable water spring for campground.
- Paint picnic tables
- Put the dock in the water
- Graded Park driveway and parking lot.
- Began repainting posts and putting new numbers on them.
- Repainted water fill sites at the dump station.
- Opened Park up for season.
- Plowed snow
- Changed blades on the truck.
- Cleaned and removed sander from the truck. ***Will need to do rust treatment on the bed.***
- Bought a new creeper for the garage.
- Did service on compactor.
- Got oil changed , front end aligned and front pads and rotors changed on gray truck.
  - **Upper control arm replacement with purchase of new tires this fall due to caster being misaligned and control arm being non adjustable. (See alignment chart)**
  - **Rust treatment under truck.**

# Fund Balances

Date	Account	Total
3/31/2024	General Fund - Checking	\$103,655.14
	General Fund - Savings	\$9,968.13
	Water Receiving Savings	\$40,774.74
	Park - Checking	\$41,657.58
	Park - Savings	\$26,063.83
	Major - Checking	\$24,358.84
	Major - Savings	\$67,261.54
	Local - Checking	\$4,401.16
	Local - Savings	\$7,654.97
	Equipment - Checking	\$18,218.18
	Equipment - Savings	\$12,115.03

<b>FUND</b>	<b>EQUIPMENT RENTAL</b>	<b>3/3/2024</b>	<b>3/10/2024</b>	<b>3/17/2024</b>	<b>3/24/2024</b>	<b>3/31/2024</b>	<b>TOTALS</b>
Water (2743)	591-000-943	\$73.62	\$122.70	\$73.62	\$49.08	\$122.70	\$441.72
Park (2735)	531-463-943	\$0.00	\$24.54	\$36.81	\$0.00	\$0.00	\$61.35
Major (2719)	203-463-943	\$0.00	\$0.00	\$0.00	\$148.55	\$68.86	\$217.41
Minor (2727)	202-463-943	\$0.00	\$0.00	\$0.00	\$228.24	\$68.86	\$297.10
General		\$73.62	\$49.08	\$36.81	\$85.20	\$49.08	\$293.79
	<b>TOTALS</b>						\$1,311.37

**CLERK REPORT****Bills to Be Paid: April 2024**

Fund	Payee	Amount	Account #	Notes
<b>General</b>			<b>101-</b>	
	Bear Lake ACE Hardware	\$ 120.45		Reuseable drying rag for car wash, siphon pump, adhesive numbers, paint
	Manistee County Planning Department	2,271.55		Oct. 1- March 31 <sup>st</sup> Village of Bear Lake Zoning Contract Services
	Manistee County Planning Department	2,271.55		April 1- Sept. 30 Village of Bear Lake Zoning Contract Services
	Jackpine	105.00		Window Envelopes
	Superior Energy Company	1,030.95		7750 Main St. Natural Gas
	Superior Energy Company	624.44		12016 Russel St. Natural Gas
	Spectrum	142.96		Internet 3/19-4/18
	Consumers Energy	66.22		7780 Lake St. L4 Light BLDG MUN
	Consumers Energy	163.24		Street Lights
	Consumers Energy	730.38		49614 LED Light Rd.
	Consumers Energy	80.87		12016 Russell St.
	Consumers Energy	42.03		7576 Lake St.
	Consumers Energy	69.59		7780 Lake St. BLDG MUN
	Consumers Energy	104.75		7750 Main St.
	Saddle Up	387.42		March Gas
	Tractor Supply Co.	52.99		Plastic Creeper
	Inacomp	24.00		March Cloud Backup Storage
	Auto Value	(95.89)		CREDIT
	Bear Lake ACE Hardware	21.99		3pk Painter's Tape
	Bear Lake ACE Hardware	7.99		Blue Spray Paint
	Village of Bear Lake	157.00		2 <sup>nd</sup> Quarter Village Hall Water Bill
	DPW Repayment Loan	39,471.99		DPW Repayment Loan payment due May 1
	<b>Sub-Total</b>	<b>\$ 47,947.36</b>		
<b>Water</b>			<b>591-</b>	
	Superior Energy Company	\$ (69.28)		7791 Cody St. Natural Gas CREDIT
	SOS Analytical	50.00		Coliforms Bacteria 3/7/24

	CCRA Professional Services LLC	2,448.00		16 Site Inspections Completed
	Consumers Energy	823.42		7791 Cody St.
	<b>Sub-Total</b>	<b>\$ 3,321.42</b>		
<b>Park</b>			<b>531-</b>	
	Village of Bear Lake	\$ 1,177.50		2 <sup>nd</sup> Quarter Water Bill
	Wildflower Meadows, LLC	454.11		Head Spring Assembly for RV Dump Station Water Hose Kit
	Spectrum	109.96		Internet + Voice
	Campspot	245.00		March Marketplace Booking and Monthly Fee
	Consumers Energy	(323.42)		7727 Park St. CREDIT
	<b>Sub-Total</b>	<b>\$ 1,986.57</b>		
<b>Major</b>			<b>463-782</b>	
	<b>Sub-Total</b>	<b>\$</b>		
<b>Minor</b>			<b>202-</b>	
		\$		
	<b>Sub-Total</b>	<b>\$</b>		
<b>Equipment</b>			<b>649-</b>	
	Freeman Creek Equipment Inc.	\$ 281.81		Kubota Gauge Wheel (4), Front Assy Tire (2), engine oil, Stihl oil
	Absolute Auto Repair & Tire	667.37		Oil change, both front pads and rotors replaced, alignment
	<b>Sub-Total</b>	<b>\$ 949.18</b>		
<b>Other</b>				
		\$		
	<b>Sub-Total</b>	<b>\$</b>		
<b>TOTAL BILLS TO BE PAID</b>		<b>\$ 54,204.53</b>		



## Water Ordinance Schedule A - Fees and Charges 4/18/24

### Statement Charges:

Quarterly Residential Equivalency Unit charge .....	\$ 167.00
Monthly late payment fee .....	\$ 20.00
Trip charge to deliver disconnect notice.....	\$20.00
Disconnect and Reconnect Charge.....	\$135.00

### Other Water Service Charges:

New Construction: Up to 1" Service Line Water Meter Installation (interior done by plumber and exterior done by excavator) \* .....\$ 5,000.00

(\* Village provides meter and materials at no cost)

Replacement of privately damaged or destroyed residential water meter including pit meters (for 5/8" x 3/4" service lines) .....\$1,000.00

Pit Meters: If improperly shut off by property owner or their renter or someone in property owner's stead and the meter freezes or is any other way removed, destroyed or damaged, the replacement cost of the meter is the property owner's responsibility.....\$1,000.00

If a pit meter freezes or is damaged due to an act of nature, replacement cost is the responsibility of the Village of Bear Lake. Replacement of privately damaged or destroyed water meters larger than 5/8" x 3/4 " will be determined at the time of need and all costs borne by the property owner .....TBD

Meter testing at user's request and meter found not to be in error ..... \$ 250.00

(DPW removes old & installs temporary meter. Old meter sent to third party to be checked and calibrated. If meter is found to be in error, the Village pays all fees and there is no charge to the customer)

Application for water service extension/connection fee.....\$ 250.00

(Article IV Sect.2; Article V Sect. 1)

Added pit meter information and \$10 rate increase by Council Approval on the February 17, 2021

Increased Late Payment Fee 8-18-21

Increase REU charge 2-16-22 by \$12 to \$157.00

Water Ord. Schedule A Update 2-16-2022

Water Ord. Schedule A Update 4-18-24