VILLAGE OF BEAR LAKE COUNCIL
Bear Lake Village Hall
12016 Russell Street
Bear Lake, MI 49614
October 16, 2025
6:30 p.m.
UNAPPROVED REGULAR MEETING MINUTES

CALL TO ORDER The regular monthly meeting of the Village of Bear Lake Council was called to order by President Shelly Lynnes at the Village Hall at 6:29 p.m. The Pledge of Allegiance was said.

ROLL CALL:
President: Shelly Lynnes **Council:** Heather DeRidder, Wanda Evans, Janene Gee, Rodney Gee, Daniel Heiss

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

GUESTS: **In Person:** Arvin Jay Krause, Janette May, John Virga
Phone: Christie Johnson

ADOPTION OF AGENDA:
J. Gee/ Heiss motioned to adopt agenda with addition of Sparkle in the Park – Janette May and Letter from Myrna Walter under Correspondence.
Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

PUBLIC COMMENT REGARDING AGENDA ITEMS (3 minute maximum per person): None

CORRESPONDENCE:

- Sparkle in the Park – Janette May
  Pauline Jaquish is stepping away from Sparkle in the Park and Janette is taking it over with a few helpers. She would like permission to use the park. She aims to start setting up November 1st. She has already been in contact with Jake. She is looking for 4-6 people to work in teams for set up.

  R. Gee/ DeRidder motioned to allow the Promoters to use the Park for Sparkle in the Park this year.
  Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

- Letter from Myrna Walter- A letter was received from Myrna Walter stating her resignation from the Village's Zoning Board of Appeal.

APPROVAL OF PRIOR MEETING MINUTES:

- 09/18/25 VC Monthly Meeting
  Heiss/ J. Gee motioned to approve meeting minutes from September 18, 2025.
  Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

UNFINISHED BUSINESS:

- Approval for Manistee County Library to add Sound Garden Equipment to the Pocket Park- **TABLED**
  Janene said that the library would be responsible for maintenance and repairs on the equipment. The council has concerns about insurance.

- Sequoyah Update- Tracy
  The water bills have not been sent out yet. There are issues with some water bill balances coming out way too high. Tracy is not sure what is causing the misreads. Tony with ETNA will be working with Sequoyah to figure out the issue. For the bills that need to be changed due to the misreads, Tracy will bill those water customers the amount they were billed last quarter.
  The meters are either not working correctly or the information is not transferring correctly. Tony will be contacted to help fix the issues and possibly test Jake's equipment. The hope is that water billing will become a much smoother process.

- Wholesale Water Use for Businesses- **TABLED**

NEW BUSINESS:

- Rental Rate for Hot Patch Machine

  Kerby needed to use the hot patch machine after he did a job for the Village. Jake told him it would be $300 for the day to use the machine. The council would need to decide a rate and paper work for renting out the machine in the future as well as how to document for the Village's equipment rental. The council has concerns about the liability and the possibilities of damage to the machine.

  Evans/ DeRidder motioned to not allow the hot patch machine to be rented or borrowed.

  Ayes: DeRidder, Evans, J. Gee, R. Gee, Lynnes **Nays:** None **Abstain:** Heiss **Absent:** None

REPORTS:

MAINTENANCE REPORT: Jake Cline
DPW Manager's October Report attached.
A headlight needs to be replaced on the GMC. Ordering a factory headlight will cost between $1,800-$2,200. One can be purchased from ebay for $500 + an installation cost of $250 by Absolute Auto. The council discussed. Jake will look for a replacement headlight at junk yards.
Heiss/ R. Gee motioned for Jake to get the headlight on the GMC truck fixed as inexpensively as possible.
Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

Dave Stickney needs to be billed for a new water meter horn. Dave had the meter removed after the water was turned off when he had a water line replaced and the horn ended up getting tossed out. The meter is Village property. Dave told Jake after the fact and Jake informed him not to mess with it again. A property on Lake St was fined due to a similar issue. The council discussed and they want a note to go on future water bills instructing water customers to not tamper with the water meter assembly as it is punishable by fines.

Kerby's Excavating was going to put in new water lines and meters by Lakeside Café. The owner of Lakeside wanted to separate the property between his restaurant and the buildings in the back. Going into the winter, he does not want to spend the $5,000 each to do that. Jake wondered if the water line was tapped into the main once and a "Y" was put in with two water meters if that would cut cost and get it closer to $7,500. The council is not worried about the owner putting in the new water lines and meters right now. It is fine if he wants to wait. But when he does separate the property, he will have to have the new water lines and meters put in.

TREASURER'S REPORT: Tracy Gary
Treasurer's Report attached.
Becky to email Sarah for an update on Act 51 reporting.

BILLS TO BE PAID: Becky Cline
Heiss/ DeRidder motioned to approve the October 2025 Clerk's Report and to pay the monthly general bills before they are late.
Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

COMMITTEE CHAIR REPORTS:

PARK: Janene Gee & Rodney Gee
Jay reported that the camper at site #3 is requesting dirt to be brought to the site to level out the ground after a tree was taken down this summer. The ground is settling. Jake will take care of it. Jay also asked if Jake could take care of roots in another site. Jay and Janet would like to come back in the spring and continue as Park Hosts.

Tracy reported that the park brought in $2,600 over budget.
J. Gee/ DeRidder motioned to give Jay and Janet Krause a $500 bonus.
Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

- Playground- Update
  There is approximately $2,900 left in grant budget. Janene is still looking into an industrial patio swing.

- Marina- Update
  Shelly has a meeting coming up. The council will know more at the November meeting.

  Shelly also mentioned that the Village may be given an additional $100,000 from the state land bank for the old DPW building project. An inspector also did a walk through and determined that instead of rebuilding the floors, it may be possible to just repair the floor. The hope is that the work on the building will start in the spring. The project has to be completed by September 2026.

WATER: Rodney Gee & Daniel Heiss

- Water Ordinance Update – Property Owner and Tenant/Occupant Responsibility Issue – Forms and procedures for tenant billing- Nothing new

- Wolf River Golf Park Water Hook Up- Update- Jake gave update on his report.

Rodney raised concern about the possibility of the water fees being too high. The council discussed and will review at budget time.

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

COMMUNITY ENRICHMENT: Janene Gee

- Bear Lake Area Nature, Art & Historical Trail
    - Update- The trail is all laid out. A small storage library for kid discovery tools has been put at the trail head. Janene needs help from Jake moving logs.

- Community Survey
  Janene looked into creating a google survey, but only those with a gmail account would be able to access it. SurveyMonkey looks more promising but the Village would need to purchase a monthly subscription. Waiting until later to move forward with the survey could result in missed grant opportunities. There is the possibility that local businesses could have a copy of the QR code to the survey for those that stop by to scan.
  DeRidder/ Heiss motioned to use $100 from the Park Fund to do SurveyMonkey for the Community Survey.
  Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

EVENT UPDATE: None
BEAR LAKE IMPROVEMENT BOARD: Bill Beaver-None

PLANNING COMMISSION: John Virga

- Village of Bear Lake Planning Commission Monthly Update
    - Irrigation project is complete. It will be installed in the spring.
    - There will be a meeting with Katie Gruenberg at the end of October in regards to the bank building project. The Reeds are also working on getting a land use permit for that property.

Kelly Smith is still trying to get ahold of Reeds in regard to the trees that need to come down next to her property. John will make sure they connect.

This is David Jarvi's last week as Zoning Administrator for the Village so John will be working more with Katie.

- Blight/ Zoning- Shelly

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

- Jake informed the council that his chlorine test kit has been acting up for a couple of years now. The cost to send it out to get fixed is approximately $432 while the cost of ordering a new one is $711.
  DeRidder/ R. Gee motioned for Jake to buy a new chlorine test kit with a calibration kit if total cost is under $1,000.
  Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

COUNCIL COMMENTS: None

MEETING ADJOURNMENT:
Heiss/ DeRidder motioned to adjourn at 9:07 p.m.
Ayes: DeRidder, Evans, J. Gee, R. Gee, Heiss, Lynnes **Nays:** None **Abstain:** None **Absent:** None

Next Village Council Regular monthly meeting is November 20, 2025 at 6:30PM.

Respectfully Submitted,
Becky Cline
Clerk, Village of Bear Lake

October 2025 DPW Managers Report

- Wells Daily
- Tower Wekly
- Water samples taken Oct 1
- Mor Submitted Oct 8
- Read meters Sep 30
- Bought hammer drill/driver set. (Already have used it a ton. Thank you)
- Built fence at 7702 Lake St
- Shut off some services for the season
- Changed garbages
- Took pickup in to have tire leak fixed and change headlight bulb. Turns out its not the bulb but the ballast for the headlight assembly itself. Needs a whole new headlight.
- Helped owner at 7791 Potter figure out lower than normal pressure situation in his house.
- MRWA performed free leak testing for us. Determined one leak at intersection of Lynn and Stuart. Not pertinent to fix now, but need to next year after US31 project is complete.
- Mowed
- Painted and installed sign posts at the playground
- Had some missdigs
- Removed swim buoys and life jackets
- Worked on well 4 chlorine injection system
- Washed truck
- Dave Stickney at 12145 Russel St needed a new meter horn at 12145 Russell St. he needs to be charged for it.
- Helped the motel figure out new water line from the motel to their pool.
- Have been locating curbstops for GIS
- Fixed leaking service line on Lynn St
- Had Kerby check the clogged storm drain after we fixed the service line. Couldn't get the camera very far down it, but it is clearly full of dirt and needs to be jetted. He charges $300/hr for his vac/jetter truck. He estimated $500-$600 to clean out the drain.
- Picked up TP
- Bought service line adapters to attach copper/poly to old style corp stops on the water main. Keeping them for back stock just in case.
- Marked Curbstops for dukes to hydrovac.

- Have started the wolf river project. The tap was installed yesterday and lead line was brought up. Currently waiting on boring company to come complete their end of the project. I have been keeping Jim up to date on progress.

For council discussion:

- I would be interested in decorating a site on behalf of the village for Sparkle in The Park
- Council needs to set up a rental rate for the asphalt trailer. I would propose $50/hr up to 7 hrs or $300/day.

Fund Balances

Date	Account	Total
10/16/2025	General Fund - Checking	$91,285.95
	General Fund - Savings	$9,985.45
	Water Receiving Savings	$61,887.76
	Park - Checking	$66,852.68
	Park - Savings	$59,125.75
	Major - Checking	$8,276.07
	Major - Savings	$71,561.08
	Local - Checking	$0.00
	Local - Savings	$7,707.19
	Equipment - Checking	$28,348.09
	Equipment - Savings	$12,135.68

FUND	EQUIPMENT RENTAL	9/7/2025	9/14/2025	9/21/2025	9/28/2025	TOTALS	TOTALS
Water (2743)	591-000-943	$129.50	$77.70	$64.75	$132.19	$404.14	$808.28
Park (2735)	531-463-943	$12.95	$245.59	$90.65	$12.95	$362.14	$724.28
Major (2719)	203-463-943	$12.95	$0.00	$0.00	$0.00	$12.95	$25.90
Minor (2727)	202-463-943	$12.95	$0.00	$0.00	$0.00	$12.95	$25.90
General		$90.65	$181.06	$170.41	$145.14	$587.26	$1,174.52
	TOTALS	$259.00	$504.35	$325.81	$290.28	$1,379.44	$2,758.88

CLERK REPORT **Bills to Be Paid: OCTOBER 2025**

Fund	Payee	Amount	Account #	Notes
General			**101-**	
	Consumers	$140.34		7780 Lake St. BLDG MUN
	Consumers	31.67		7576 Lake St.
	Consumers	87.54		12016 Russell St.
	Consumers	65.19		7780 Lake St. L4 Light Bldg Mun
	Consumers	731.55		49614 LED Light Rd.
	Consumers	161.73		Street Light(s)
	Brightspeed	152.35		Sept. 20- Oct. 19,2025 Phone & Internet
	USPS	156.00		2 Rolls of Stamps
	Staples Business	324.89		Ink for Treasurer Printer
	Adobe	155.88		Standard Annual Plan
	GoDaddy	203.88		Websites + Marketing Basic Renewal- 1 Year
	Saddle Up	333.48		September Fuel
	Intuit	59.36		Intuit QB Payroll Monthly Per Employee Fee Usage Fee
	Sam's Club	24.58		Toilet Paper
	Superior Energy	(535.67)		CREDIT 12016 Russell St.
	Bear Lake ACE Hardware	23.07		3 in 1 Motor Oil 3oz, Coupl Hose 5/8" FM Clinch, Misc. Hardware
	Bear Lake ACE Hardware	4.99		Dawn Dish Soap
	Sub-Total	**$2,656.50**		
Water			**591-**	
	SOS Analytical	$50.00		Coliforms Bacteria 8/4/25
	Consumers	964.72		7791 Cody St.
	Spectrum	60.00		DPW iPad
	Saddle Up	2.39		7lb Bag of Ice
	Fleis & VandenBrink	650.00		Professional Fees for period Aug 24, 2025- Sept. 27, 2025- Water Main Easement
	USA BlueBook	387.65		(6) DPD 1 Dispenser 10 mL Sample; 100 Tests, (6) DPD 4 Dispenser 10mL Sample; 100 Tests
	Superior Energy	(20.64)		CREDIT 7791 Cody St.
	Sub-Total	**$2,114.76**		
Park			**531-**	
	Meijer	$6.67		Hand Soap
	Menards	294.38		Fence Materials for 7702 Lake St.
	Spectrum	119.98		09/22/25-10/21/25 Internet and Voice
	When Nature Calls	180.00		Handicap PJ September
	Republic Services	326.74		Pickup Service 09/01-09/30
	Campspot	131.50		September Marketplace Booking, Monthly Fee

	Consumers	1,212.91		7727 Park St.
	Bear Lake ACE Hardware	25.99		Zinsser123 Primer/Sealer Gallon-Fence Project
	Bear Lake ACE Hardware	38.97		(3) 2x6x12- Fence Project
	Bear Lake ACE Hardware	14.18		Cable Ties, Mini Paint Roller Cover- Fence Project
	Bear Lake ACE Hardware	33.98		Zinsser123 Primer/ Sealer Gallon, Sand Sponge 3k- Fence Project
	Bear Lake ACE Hardware	12.51		Misc. Hardware, Cedar Shimpacks- Fence Project
	Bear Lake ACE Hardware	4.40		Misc. Hardware- Fence Project
	Bear Lake ACE Hardware	7.99		Granite Hammer Drill Bit- Fence Project
	Bear Lake ACE Hardware	13.99		U-Post Heavy Duty 6ft
	Bear Lake ACE Hardware	50.25		(2) U-Post Heavy Duty 6ft, Black Spray Paint, Misc. Hardware
	Bear Lake ACE Hardware	17.58		10' 4" Jen J Channel Sandstone
	The Home Depot	399.00		20- Volt Lithium-ion Cordless 2- Tool
	Sub-Total	**$2,891.02**		
Major			**463-782**	
	Sub-Total	**$0.00**		
Minor			**202-**	
	Sub-Total	**$0.00**		
Equip-ment			**649-**	
	Sub-Total	**$0.00**		
Grant				
	Janene Gee	$422.72		Reimbursement for Paint & Misc. for Playground Project
	Apple Fence Company, Inc.	15,150.00		Playground Fence and Install
	Dornbos Signs, Inc.	207.85		Playground 18x24 Vinyl Signs (2), Handicap Sign
	Webuildfun, Inc.	90,734.62		Playground Equipment and Installation
	Sub-Total	**$106,515.19**		
TOTAL BILLS TO BE PAID		**$114,177.47**		