

Village of Fife Lake
Council Meeting Minutes
January 16, 2017

Meeting called to order at 7:03pm

Roll Call: Present: B. Hayes, M. Hayes, Kelley, Deike, and McGough.

Absent: Menzies, and Tornow

Others: Johnson- Village Clerk, Houser- Village Treasurer, Stocking-DPW

Eby- Deputy Clerk, Bob Johnson –Grand Traverse County

Commissioner

Approval of Agenda: Changes to agenda are the date change from December 26, 2016 to be changed to January 16, 2017 and under new items under letter K adding the State Street easement. M. Hayes made a motion to approve the agenda as amended, seconded by Deike. **Motion carried** with all yeas.

Pledge of Allegiance

Special order of Business: none

Consent agenda items A-D: Deike made a motion to accept them as presented seconded by Kelley. **Roll Call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Deike-Y, McGough-Y. **Motion Carried.**

Police/ Public Safety Report: none

Guest: Bob Johnson gave an update saying that there are two new commissioners that were elected. They are still working on getting the pension fund reduced. The meetings have been changed to 5:50pm instead of 6pm.

Public Comment: Bob Menzies – Merritt Street, complained about the junk trucks and garbage located at the resident's house across the street from the village office. Linda Foreweck, Township Supervisor-134 Morgan Street, stated that the new deputy will start on the 23rd of January. She also mentioned as a citizen at 116 E. Front St. that the light on the corner of Main and Front streets is spontaneously going off and on.

New items

North Country Trail Update: Patty Warner and Noreen Broering discussed updates in the trail system. They said that a book was just finished about trail towns. It includes all towns that are considered trail towns in 7 states. Several pictures from Fife Lake are in this book. A copy will be placed at the township and village halls. They also discussed the Spur trail as a trail to bring people into Fife Lake. Noreen Broering discussed trail signage to be placed somewhere in the village. Deike suggested having the DDA addressing this. The web site is Northcountry.org.

Chemical Bank Presentation: Jennifer Lee bank manager from the Kingsley branch discussed what they can offer to the village if the village should decide to go with them. Booklet in packet. Jennifer Lee will get in touch with Houser to discuss options.

DDA appointments to terms ending 2020(reappointments): both Mark Magee and Linda Forwerck are up for reappoints. McGough suggested reappointing Magee for reappointment to the DDA term ending 2020. **Roll call:** M. Hayes-Y, Deike-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.** McGough suggested reappointed Forwerck to the DDA term ending 2020. **Roll call:** M. Hayes-Y, B. Hayes-Y, Deike-Y, Kelley-A, McGough-Y. **Motion carried**

Resignation of DDA board and Planning Commission member Dereen: Dereen letter was read to council. Hayes made a motion to accept Dereen resignation from the DDA and Planning Commission and to post for the open seat on both the DDA and Planning boards. Motion seconded by Kelley. **Motion carried** with all yeas.

Post open DDA seat vacancy's terms ending 2018 and 2019: McGough discussed the open seats for the DDA and that these seats will be posted.

Post open Planning Commission seats 2-2017, 1-2018, 1-2019(president): Discussion among council about the president having a seat on the Planning Commission. This will be checked into and the open seats will be posted.

RFP for Village Attorney: Proposal form in packet that will be going out to attorneys. Council discussed possibly looking at other communities other than Traverse City. Suggested sending them out within a 100-mile radius Deike made a motion to put out for bid lawyer services for upcoming year. Seconded by B. Hayes. **Motion carried** with all yeas.

Exhaust in shop: no new information. Johnson is getting information together and looking at getting a permit.

Discussion on Draft Budget for the next fiscal year: Draft budget in packet. Question asked about the details of it. This is for information only. M. Hayes made a motion to have the budget hearing and Truth and Taxation hearing at 6:45pm on February 20, 2017. **Motion carried**

Blinds for the meeting room for \$220.00: estimate in packet. M. Hayes made a motion to budget \$220.00 for new blinds for the conference room. Motion supported by Deike. **Roll call:** Deike-Y, M. Hayes-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.**

State Street Survey: Handout in packet. McGough discussed that someone is interested in buying a house on State Street. They want to pave part of the driveway which would cross Rebecca Street. Discussion among council about the handout in packet. It was suggested to get a survey before anything could be done. The house in question on the handout in packet is 417.

Updated items

Accept attorney's recommendation on Bates Street Debt: Information in packet from both attorneys. Both attorneys' letters were read to council. Deike made a motion to agree to the compromise to split the amount between McGough and the Village. Seconded by B. Hayes. **Roll call:** M. Hayes-N, Deike-Y, Kelley-N, B. Hayes-N, McGough-A. **Motion failed.** Kelley made a motion to forgive the debt on McGough, seconded by B. Hayes. **Roll call:** Kelley-Y, M. Hayes-Y, B. Hayes-Y, Deike-N, McGough-A. **Motion carried**

Administrator/ Zoning posting recommendation for Policy Committee: Council discussed the Policy Committee recommendation which was in the packet. It was suggested that the Administrator was not needed. It was determined that there was enough work to need a person for Zoning. Motion made by M. Hayes to adopt the current Zoning Administrator job description with changes of removing #8 and adding 2 hours a week in the office dated January 12, 2017. Motion seconded by B. Hayes. **Motion carried** with all yeas. M. Hayes made a motion to post the Administrator position with applications being accepted by February 16, 2017 and 12:00pm, seconded by Kelley. **Motion carried** with all yeas.

Communication: Networks Northwest is hosting an educational breakfast in Traverse City on Friday 20th.

Public Comment: Linda Foreweck –Fife Lake Township Supervisor, 134 Morgan Street. She questioned a Bid Policy for the Village. M. Hayes commented that we had a bid policy.

Board Comments: Kelley wanted to say that her vote was not done out of favoritism, it was done out of her strong belief that the public roads are the responsibility of the government. M. Hayes made a comment that at the time that this came up she thought it was going to be paid by the village.

Deike made a motion to adjourn at 8:35pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Budget Hearing Minutes
February 20, 2017

Meeting called to order at 6:48pm

Roll call: Present: M. Hayes, Kelley, B, Hayes, Deike, and McGough.

Absent: Menzies, Tornow

Approval of Agenda: Deike made a motion to approve the agenda as presented, seconded by M. Hayes. **Motion carried.**

2017-2018 Budget/ Property Tax Mileage Rate: Questions among council on line items on the budget and comparing overall figures from this year and last year.

Close Budget Hearing: M. Hayes made a motion to close the Budget Hearing, seconded by B. Hayes. **Motion carried.**

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
February 20, 2017

Meeting called to order at 7:01pm

Roll call: Present: B. Hayes, M. Hayes, Kelley, Tornow, Deike, and McGough.
Absent: Menzies,
Others: Johnson-Village Clerk, Housour- Village Treasurer, Eby- Deputy
Clerk,
Stocking- DPW, and Bob Johnson- Grand Traverse County
Commissioner.

Approval of Agenda: Under new items the addition of the letter N for the approval of the Village Budget, and under letter O adding the schools Seeds Grant. Deike made a motion to accept the agenda with the additions, M. Hayes seconded it. **Motion carried** with all yeas.

Pledge of Allegiance

Special Order of Business: None

Consent Agenda Items A-D: M. Hayes made a motion to approve the Consent Agenda Items as presented. Motion seconded by B. Hayes. **Roll Call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion Carried.**

Police/Public Safety Report: no report. McGough said that he talked to the new officer and said that he would start sending in a report.

Guest: Bob Johnson- Grand Traverse County Commissioner: He mentioned that the county is having a planning session to set up goals for the county. They are still working on the pension program. COA has excess money in the general fund. It was voted to give some of that money back. The Deputy Director of COA was relieved of her duty this week. Comfort Keepers has pulled out. These changes have not affected the services provided to the seniors. Things are getting better with the COA. Tom Menzel is to resign at the end of the year.

Public Comment: Sharon Brown- 10992 Vans Lane: said that there are several other property owners present with her tonight. She gave a handout to the Village President. She discussed how upset she is about the treatment she received about the sewer going in. She said she was never notified that she had to hook up to the sewer. She asked for additional time to hook up as it was a large cost since she and her neighbors were not aware that they had to hook up. She was told in an e-mail that she read to the council that she has had enough time to prepare. She is very upset about the treatment she has received.

Trevor Howard the Assistant Medical Director with Fife Lake area EMS- He introduced himself saying he has been newly appointed to the position. He said he would send a report or come to the meetings to give a report of how many calls were done in the

previous month. He said that the EMS just received a grant from Grand Traverse Band Casino for the purchase of some equipment.

Linda Forewerk, Fife Lake Township Supervisor- 134 Morgan Street. She said that the township and village jointly received a grant for about \$23,000.00 for a sidewalk to go from the church on Boyd down to Vans lane. Grand Travers Band provided the grant for the sidewalk. Linda also mentioned at the township about getting a mountain bike for the deputy here to ride during events within the village. She is said it would be about \$10,000 to 12,000. She was asking if the village would pitch in for the cost.

New items

Beta Presentation: Eric the Communication Manger from BATA gave a presentation of what BATA does for the Community. There will be a Mileage coming up on May 2nd for 0.5 mills. He described where they go and how they serviced the area. Current millage rate is 0.3447 and it expires at the end of 2017. The 0.5 mills will be for 5 years.

DDA Appointment to term ending 2019: one application was received from Stan Patrick. Stan is currently the president of the Chamber of Commerce. McGough made a recommended that Stan Patrick to be appointed to the DDA board term ending 2019 M. Hayes seconded the recommendation. **Motion carried** with all yeas.

Reappoint Broering to Planning Commission: Tornow made a motion to reappoint Ron Broering to the Planning Commission. Motion seconded by Kelley. **Motion carried** with all yeas.

RFP responses and recommendations for Village Attorney: Three applications were submitted. Johnson –Village Clerk said that the current attorney did not respond and he charged \$160.00 an hour. B. Hayes made a motion to accept Montney Isles PLC bid for \$165.00 an hour and \$55.00 an hour for all paralegals to represent the Village in all legal matters for the duration of the contract. Deike supported the motion. **Roll Call:** B. Hayes-Y, M. Hayes-Y, Kelley-Y, Tornow-Y, Deike-Y, McGough-A. **Motion Carried.**

Exhaust in shop- bids in packet: tabled till next month, waiting for more bids to come in.

Farmacy in packet: paperwork is not in packet. Discussion among council members about past issues regarding this. This has already been discussed with Planning that the current ordinance forbidding it will not be changed. It was brought up that he has a web page with the State Street address.

Treasurer Training- info in packet: Houser said that the MMTA is offering further training. This will be week-long training. This will help her to get her CFO (Chief Financial Officer); the cost will be \$550.00 for the first year. She said the training will be in Mt Pleasant. Deike made a motion to deny the expenses for the MMTA training and advise her to further inquire on scholarship opportunities. B. Hayes seconded the motion. **Motion carried** with all yeas.

Up North Prevention Proclamation: In the packet are the Up North Prevention information sheet and the Proclamation saying that April is Social Host Responsibility Month. This is done every year. Deike made a motion we adopt the Proclamation that April 2017 is Social Host Responsibility Month. M. Hayes supported the motion. **Motion carried** with all yeas.

131 Corridor information and Representation: No representative present at the meeting. McGough said the meeting was on Thursday at 9am in Kalkaska. Handout in packet.

Appoint Kelley and Johnson to community Parks Committee: Johnson said that this was the joint committee with the township and the trail committee. She said the Community Recreation Plan needed to be updated. Deike made a motion to appoint Kelley and Johnson to the Community Parks Committee. Motion seconded by Tornow.

Motion carried with all yeas

Deputy Clerk and Clerk Reappointments for term ending March 2017: tabled till March Meeting

DDA Budget Approval: Deike discussed the breakdown on the budget to Council: M. Hayes made a motion to adopt the Downtown Development Authority Budget for 2017, seconded by B. Hayes. **Roll Call:** M. Hayes-Y, Deike-Y, Tornow-Y, Kelley-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Drop Box Purchase bid in packet: several bids for a drop box were in packet. Deike made a motion to purchase the white large lock sturdy wall mount drop box for \$50.58 from Amazon. B. Hayes supported it. **Roll Call:** Kelley-Y, M. Hayes-Y, B. Hayes-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Approval of Village Budget: M. Hayes made a motion to approve the Fife Lake Village Budget for 2017 as presented, seconded by Tornow. **Roll Call:** B. Hayes-Y, Deike-Y, Kelley-Y, Tornow-Y, M. Hayes-Y, McGough-Y. **Motion carried.**

School Seeds Grant: Deike discussed the grant programs for students for summer employment and other programs. Deike said she was approached by the principle to possible support the program on behalf of the Council. She said she signed the paper on behalf of Council in support to this. M. Hayes made a motion to authorize Deike to signs and support the SEEDS program. B. Hayes supported the motion. **Motion carried** with all yeas.

Updated Items

Appoint Zoning Administrator- recommendation from personnel: Houser discussed the recommendations from the Personal Committee meeting. Reviewed the job description at the meeting. 4 candidates applied for the position and upon their review it narrowed down to two people who met the qualifications for the job. The Personal Committee reviewed each individual. The board recommended Ron Broering for the position for \$4,000 yearly. B. Hayes made a motion to accept the Personal Committee recommendation to hire Ron Broering as Zoning Administrator with yearly salary of \$4,000 dollars' contingent on him resigning on the ZBA. Motion seconded by Tornow.

Roll call: B. Hayes-Y, M. Hayes-Y, Kelley-Y, Tornow-Y, Deike-Y, McGough-Y.

Motion carried.

Post DDA seat vacancy Term ending 2018: Posting going out.

Post Planning Commission seats 1-2020, 1-2018, and 1-2019: Kelley showed interest in one of the vacant seats. M. Hayes made a motion to appointment Kelley to the Planning Commission as Council representative with the term ending 2020. B. Hayes seconded the motion. **Motion carried** with all yeas.

Communication: a letter was read from Bob Menzies resigning from the Road Committee.

Public Comments: Linda Forewerck- 117 Front Street: thanked the council for fixing the street light and the snow piled up on Boyd and Front Street. She also commented on how nice the building looked.

Stan Patrick 7461 Blue Road: Reported on how successful the Fishing Derby was this year. He said that he received many compliments on how nice it was. There were 353 entries this year.

Board Comments: Deike mentioned that Stocking was present at the meeting and that he has not been able to give a Street Report. McGough said it would be added on the agenda every month. Stocking reported that he is repairing the pot holes with cold patch. He said that he was looking on getting it from the hardware instead of going into Traverse. Kelley said that she feels good that people of this community can voice their concerns weather happy, sad or angry to this board without problems from this board. He is happy to be on this board.

Motion by Deike to adjourn at 8:44pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
March 20, 2017

Meeting called to order at 7:02pm

Roll Call: Present: B. Hayes, M. Hayes, Menzies, Kelley, Tornow, and McGough
Absent: Deike
Others: Johnson-Village Clerk, Houser-Village Treasurer, Eby- Deputy Clerk,
Bob Johnson-Grand Traverse County Commissioner

Approval of Agenda: McGough wanted Roy Montney and Stacy Isles to be placed under number 6 as guest. Tornow made a motion to approve the agenda as presented, seconded by B. Hayes. **Motion carried.**

Pledge of Allegiance

Special Order of Business: None

Consent Agenda Items A-D: Kelley mentioned some concerns on the February 20th Regular minutes. The minutes have been removed from the Consent Agenda Items. Motion by M. Hayes to accept the Consent Agenda Items minus the February 20th minutes. Motion Seconded by Kelley. **Roll Call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Menzies-Y, Tornow-Y, McGough-Y. **Motion Carried.** Kelley mentioned mistakes in the minutes. On page 2 of the minutes of February 20th under BATA presentation BATA is misspelled and should be BATA not BETA. On the last page under Board Comments Kelley made a comment at the end. On the last sentence, the word He should be She. Kelley wanted more added under Pharmacy discussion. It was discussed that there was a web site up with the State Street address. On the site, it said that deliveries from this address were being made, which is against the Zoning Ordinance. There was discussion among council about what to do about it. Council decided to send him a letter but to check with the attorney about it before sending the letter, and to remove the address from the web site. Motion by Kelley to accept the amended minutes of February 20, 2017, seconded by Tornow. **Motion carried** with all yeas

Deike arrived at 7:04pm

Police/Public Safety Report: report in packet. McGough said that he spoke with the officer and he said he would try to make a meeting.

Guest: Bob Johnson- Grand Traverse County Commissioner gave an update saying that there is a Household Hazardous Waste pickup this Thursday from 1-7pm. Call for an appointment and the location will be given. He said that the County has a new HR Director, Bill Hendrick. He discussed the Boardman with the removal of the power house

at the dam in Aug. He discussed the Budget and said that it should be better this next year.

Roy Montney the new attorney introduced himself along with Stacy Isles. He thanked the council for hiring him.

Public Comment: Linda Forewerck- Fife Lake Township Supervisor, 134 Morgan Street, she addressed the police officer saying that they are in the process of getting him a bicycle so he will be seen within the village. She attended the MDOT Meeting last week. She handed out one of the brochures that she left at the meeting. She said that they have signage on I75 about moving Michigan towards zero deaths and she said that she ordered a sign for the township Hall. She said that there is a Rural Fire Meeting Thursday at 6pm
Bob Menzies: Merritt Street- He voiced concern about the property across the street from the Village office. He also discussed Marcie's shed on the alley. He asked when it was going to be moved.

Ron Broering- 618 State Street, He voiced some concerns he had about being the new Zoning Administrator. He questioned enforcement issues. He questioned some specific addresses. He requested the zoning ordinances that relate to his position.

Street Report: report in packet, McGough said that Jamey has been doing work on the sweeper and backhoe.

New items

SEEDS program: program in packet. Deike made a motion to finance the SEEDs services contingent on reimbursement. Motion seconded by M. Hayes **Roll call:** Menzies-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, Deike-Y, Kelley-Y, McGough-Y.

Motion carried.

Rural Task Force Representative: two applications have been submitted. They are from Lisa Leedy and Linda Forewerck. The representative that we pick also has to be approved by Kingsley. There is one representative for both communities. B. Hayes made a motion to appoint Linda Forewerck as the village representative for Rural Task Force. Motion is seconded by Tornow. **Roll Call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, Kelley-Y, Tornow-Y, Deike-Y, McGough-Y. **Motion carried**

Resolution 17-02 Recreation Grant: for the placement of flushable bathrooms at the park. The village match will be for \$25,000 dollars. Information in packet. Deike made a motion to approve Resolution 17-02 with the DNR. Motion seconded by Kelley. **Roll Call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Chemical Bank and Street Fund: information in packet. Houser discussed what Chemical had to offer. Discussion among council about the current bank versus Chemical Bank. It was decided to do more investigation and discuss it again next month.

Training in April (for clerk, Treasurer, and interested council members): Deike made a motion that we pay \$40.00 per person for the Clerk and Treasurer to attend the Local Government Summit on April 7th. Motion seconded by M. Hayes. **Roll Call:** M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.**

New items

Exhaust Bids: two bids were submitted that are included in packet. Deike made a motion to go with Ricky's Heating for our exhaust needs. M. Hayes supports the motion. **Roll Call:** Menzies-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, Deike-Y, Kelley-Y, McGough-Y. **Motion Carried.**

Clerk and Deputy Clerk reappointment to term ending March 2019: M. Hayes made a motion to reappoint Tessa Johnson to the Clerk position to term ending March 2019. Motion seconded by Deike. **Motion carried.** Deike made a motion to reappoint Marcia Eby as Deputy Clerk to term ending March 2019. Supported by B. Hayes. **Motion carried.**

Post open Planning Commission seats 1-2020, 1-2018, 1-2019 and DDA seat and a ZBA seat. The open seats will continue to be posted

Communication: none

Public Comment: Linda Forewerck 114 Front Street. She wanted to clarify a comment she made, the DDA back in the late 70's when is should have been in the late 90's. Valerie Houser 419 Bates Street- She received news tonight that she received the scholarship and she will be going to the spring semester of basic institute towards her CFO.

Board Comments: the 131-corridor meeting is Thursday at 10am in Cadillac. Kelley was curious about any information on the Farmacy. McGough said that the police was contacted and there is no activity going on at the State Street address. There is a beauty shop in that location. Kelley asked about when the training is going on again. Johnson said that she does not know of any training at this time but would check into it.

Meeting adjourned at 8:07 by Tornow.

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
April 17, 2017

Meeting called to order at 7:00 pm

Roll Call: Present: B. Hayes, M. Hayes, Menzies, Tornow, and McGough.

Absent: Kelley, Deike.

Others: Johnson- Village Clerk, Houser- Village Treasurer, Eby- Deputy Clerk, Stocking- DPW

Approval of Agenda: Additions to the agenda are under new items letter P is wage increases for DPW. Menzies made to approve the agenda with the addition. Motion seconded by M. Hayes. **Motion carried.**

Pledge of Allegiance

Special Order of Business: none

Deike arrived at 7:04pm

Consent Agenda Items A-D: Motion by M. Hayes to approve the Consent Agenda Items, seconded by Tornow. **Roll Call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, McGough-Y, **Motion carried.**

Police/Public Safety Report: Report was not in packet and will be E mailed to council members.

Guest: None

Public Comment: Bob Menzies-420 Merritt Street, Who holds the chair of the Finance Committee? He noticed on the clerk's application that she is the chair holder of the Finance Committee. This will be looked into.

Sharon Brown spoke along with her husband and some other property owners that live on Vans Lane. She discussed the non proper notification regarding sewer hookup along Vans Lane. She said that the Township drafted a letter recommending that the Fife Lake Area Utility Authority be given ample time to hook up to sewer. She would like the Village to give the same recommendation to them. She is requesting a notice of 4 years with a one year hookup after. B. Hayes made a motion to have Johnson draft a letter to the sewer board with recommendations consistent with their proposal to review at the next meeting. Deike seconded motion. Discussion by council about weather it will impact the grant, and where did the time line come from. **Motion carried.**

Robert McConkey-630 State Street, he voiced concern about the speeding traffic down State Street. He feels it is getting worse.

Valerie Houser-419 Bates said that the same thing is happing on Bates Street.

Mark Magee 6284 Snyder Road is speaking on behalf of his shop on 7499 US131. The shop is up for sale. He said that he has had several inquiries about putting a Marijuana grow facility there. He said that the laws are changing. He is aware of the current ordinance. The new laws are to go into effect in December of this year. Deike made a motion to have the Planning Commission research the new laws regarding grow facilities to see how that my effect our current ordinance. Motion seconded by B. Hayes **Motion carried**

Linda Forwerck –Fife Lake Township Supervisor: She wanted to make everyone aware of a Town hall meeting next Tuesday, with the Fife Lake Township, Springfield Township and the Fire Advisory Committee putting it on.

Street Report: Report in packet.

New items

Tina Broering from Fife Lake Chamber: She is here on behalf of the 4th of the North. She discussed the expense involved in putting on the celebration. She asked that the council pay for the Porta Jons at the cost of \$1400.00. Motion from Deike to donate \$1000.00 towards the Porta Jons and \$424.00 from last year's budget for the Porta Jons for the 4th of July. B. Hayes seconded the motion. **Roll Call:** M. Hayes-Y, Deike-Y, Tornow-Y, Menzies-Y, B. Hayes-Y, McGough-Y. **Motion Carried.** Tina asked about other fees, such as deposit and permits. She said that there is a steak fry on May 28th at the legion as a benefit from 4 to gone. She said that the fence will not be put up around the park.

Lot split: information in packet. Dennis Wilke is a building supervisor for Habitat for Humanity. Discussion of a lot split to allow two houses to be built. One driveway to enter on Shelby Street, and the other to enter on 6th Street. Deike made a motion to approve the split of lots 5 and 6 as presented, seconded by Tornow. The lots are on the corner of 6th and Shelby Street. **Roll Call:** M. Hayes-Y, Menzies-Y, B. Hayes-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Resolution 17-03 Appoint Street Administrator: M. Hayes made a motion to adopt Resolution 17-03 and appoint Ron Broering as Street Administrator. Seconded by Deike. **Motion carried**

Resolution 17-04 Support 131 Corridor: B. Hayes made a motion to support Resolution 17-04 as presented. Seconded by M. Hayes. **Motion carried.**

Set aside \$30,000 for street repairs: M. Hayes said the \$30,000 was from last year's budget. Deike made a motion to set aside \$30,000 for streets. Seconded by B. Hayes.

Roll call: B. Hayes-Y, M. Hayes-Y, Menzies-Y, Torow-Y, Deike-Y, McGough-Y. **Motion carried.**

Commercial weed eater for shop bids in packet: bids in packet. Motion made by M. Hayes to purchase the Husqarana 525L trimmer. Motion seconded by B. Hayes. **Roll Call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Bids for pathway repair to fix safety issues: Stocking discussed options to the wall for Lakeside Park to avoid erosion. Stocking recommended using wood. Deike made a motion to go with the 2x12 wood retaining wall from Kingsley Lumber. **Roll Call:** M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-N, B. Hayes-Y, McGough-Y. **Motion carried.**

Bids for fence in Baseball Park: Stocking said that about 80 percent of the wood is cracked, split or broke. Planning Commission will look over the sign ordinance in relation to the fence. Table this for now.

Sign policy draft and sent signs ordinance changes to Planning: table

Approve purchase of tennis court nets: bids in packet. Deike made a motion to spend up to \$500.00 to replace the tennis court nets. Motion seconded by B. Hayes. **Roll call;** Menzies-Y, M. Hayes-Y, Tornow- not present for vote, B. Hayes-Y, Deike-Y, McGough-Y. **Motion carried.**

Spring clean-up May 13th: Clean-up from 8-12.

Change Village hours to Tuesday and Thursday 9-2 and Friday 10-3: New hours to be posted. This will be starting the first of May.

Approve meeting schedule: M. Hayes made a motion to approve the 2017-2018 calendar with July meeting being on a Monday with the same date, seconded by B. Hayes. **Motion carried.**

Village website issues: the website needs to be addressed. It's hard to find things on it. Deike suggested working on it in June.

Challenge to high school for Village logo creation: Houser discussed getting a village logo for the village. Deike said she would talk to the honors art students. Tornow suggested extending it to everybody. B. Hayes felt that a money prize was not necessary. May take a look at it in the fall.

Wage increase for DPW: Mc Gough discuss wage increase for both Stocking and DeFrance. M. Hayes made a motion to give Vic a 50 cent raise on condition of him getting his CDL license. Motion withdrawn by M. Hayes. Deike made a motion to give Vic DeFrance a 25 cent raise now and a 25 cent raise when he gets his CDL license. Motion seconded by M. Hayes. **Roll call:** B. Hayes-Y, Deike-y, Menzies-Y, Tornow-Y, Hayes-Y, Mc Gough-Y. **Motion carried.** Motion made by Tornow to give Stocking a 50-cent raise, seconded by M. Hayes. **Roll call:** Deike-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, Menzies-y, McGough-Y. **Motion carried.**

Updated items

Post open Planning Commission seats 1-2020, 1-2018, 1-2019 and DDA seat and ZBA seat. M. Hayes made a motion to appoint B. Hayes to the Planning Commission seat ending in 2020, seconded by Menzies. **Motion carried.**

Farmacy Attorney opinion in packet: Council did not want money spent with the attorney to send a letter to a business that does not exist.

Title VI Changes: information in packet. This needs to be updated with the current administration. Motion made by Deike to accept Title VI change as presented, seconded by Menzies. **Motion carried.**

Chase/ Chemical Bank issues: Houser presented the pros and cons with each bank. Council decided to stay with their current bank

Special Events Ordinance: take a look at it and come back with suggestions at the next meeting.

Map of proposed bathrooms: Questioned the positioning of the bathroom in relation to the sewer hookup. Discussion about it in general. The grant has not been granted yet.

Public Comment: Gloria Perrald 211 State Street, if there is not a fence put up at the beach are the geese are going to roam all over. Bob Menzies said a garlic solution will help with the problem.

Board Comments: Deike said that Saturday night talent show at the school. Five dollars a ticket starting at 6 pm.

Stocking asked a question about a 15 year old needing community service and said he could use the help.

McGough said that 4 students will be working this summer.

M. Hayes made a motion to adjourn at 9:03 pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
May 15, 2017

Meeting called to order at 7pm

Roll Call: Present- B. Hayes, M. Hayes, Kelley, Tornow, and McGough.

Absent: Menzies, and Deike.

Others: Johnson- Village Clerk, Houser-Village Treasurer, Stocking-DPW,
Broering- Zoning Administrator, Eby- Deputy Clerk, Bob Johnson-
Grand Traverse County Commissioner.

Approval of Agenda: Zoning report to be added between police/ public safety and Guest, and taken out of Committee Reports. Under new items delete letter F. M. Hayes made a motion to accept the agenda with the corrections, seconded by B. Hayes. **Motion carried.**

Pledge of Allegiance

Special Order of Business: none

Consent Agenda Items A-D: Kelley made a motion to approve the Consent agenda items as presented, seconded by B. Hayes. **Roll Call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Tornow-Y, McGough-Y. **Motion carried.**

Police/ Public Safety: Report in packet. The police officer said that the statistics were not accurate in the report. He said that if any concerns come up to let him know. He can be reached by e-mail and has an office at the township hall.

Guest: Bob Johnson- Grand Traverse County Commissioner- He said by the end of the week a posting will be going out for the new Administrator position. He said that a private company will be doing the search. By August we should be accepting an offer. He said that the county is still working on the pension obligation. He said that 5.6 million is owed and that should stabilize the payments.

Zoning Report: Ron Broering gave a report saying that a permit was issued to Habitat for Humanity for a house on 6th Street and a pole barn on Shelby Street. Six notices of violations have been sent out. Four of the 6 violations have had some improvement. Two of the violations are on the house across the street from the village office and on a mobile home on Anthony Street that has been vacant for several years. Ron said that the Grass Ordinance needs to be posted once a year. He thanked Tessa for all the work she does and Dave for contacting all the people in question. Motion by B. Hayes to post the grass ordinance and if it needs to be published in the paper we pay the cost whatever it is. Motion seconded by Tornow. **Roll Call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.**

Guest: Sharon Brown – 70992 Vans Lane, wanted to follow-up on the request she had in regards to writing a letter to the Sewer Authority. She wonders why no notice of the assessment district was ever posted. She read part of the Sewer Authority ordinance on page 13. Section 5.1 reasons for an extension of the sewer.

Street Report: A report is in the packet. Motion made by Tornow to purchase two trains of 22A gravel, not to exceed \$2,000.00. Motion seconded by Kelley. **Roll Call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.** Motion made to purchase a load of mulch for \$160.00, seconded by Tornow. **Roll Call:** M.

Hayes-Y, Tornow-Y, Kelley-Y, Kelley-Y, B. Hayes-Y, McGough-Y. **Motion carried.** A truck load is 5 yards.

New items

Foreclosed Properties Information in Packet: information in packet about 3 properties being foreclosed. Lots 13 and 14 on Pierce Street and lot 16 on Pierce Street. The village has the option on purchasing the properties in question. All three are empty parcels.

Discussion continues about whether it should be purchased. B. Hayes made a motion to not buy the lots, seconded by Kelley. **Motion carried** with all yeas

Door and ceiling bids in packet: This is for the front door, a Dutch door for the office, and the ceiling for the hallway and office. This would roughly cost about \$3408.00. M. Hayes made a motion to accept the bid from Pristine Ceiling and Walls not to exceed \$3500.00. Motion seconded by B. Hayes. **Roll Call:** B. Hayes-Y, Kelley-Y, Tornow-Y, M. Hayes-Y, McGough-Y. **Motion carried.**

Weapons policy proposed on packet: This is a policy that the Policy Committee worked on. As they felt it was needed. Discussion among council members about the importance of having it. B. Hayes made a motion to discontinue any looking into a weapons policy, seconded by Tornow **Motion carried** with all yeas

Master Clerk Training in June: Johnson said that she only wanted to attend the Master Training class, on Tuesday June 20th for \$175.00 plus mileage. Tornow made a motion to send the Clerk to training for \$175.00 plus mileage. Motion seconded by M. Hayes. **Roll call:** B. Hayes-Y, M. Hayes-Y, Kelley-Y, Tornow-Y, McGough-Y. Motion carried. Johnson said that she thought it was in Mt Pleasant, not Kalamazoo. Since it was in Kalamazoo she said she could not go. M. Hayes made a motion to resend the last motion seconded by B. Hayes. **Motion carried** with all yeas

Set Public Hearing for Tax increase before June meeting: M. Hayes made a motion to set the public hearing for the Headley on June 19, 2017 at 6:45pm, seconded by B. Hayes. **Motion carried** with all yeas

Updated Items

Post open Planning Commission seats 1-2020, 1-2018, 1-2019 and DDA seat and a ZBA seat: ongoing, no new applications

FLAUA draft letter in packet: Letter in packet. B. Hayes made a motion to draft the letter to send to the Fife Lake Utility Authority and to send a copy to Sharon Brown. Motion seconded by Kelley. **Motion carried** with all yeas.

Rural Task Force Representative Application: application in packet. The applicant is Jacob VanBaxel. He is the Kingsley Village Manager. M. Hayes made a motion to appoint Jacob VanBaxel as the Rural Task Force Representative. Motion seconded by B. Hayes. **Motion Carried.**

Sign policy tabled till June: Planning will review

Spring cleanup: \$85.00 dollars was collected for appliances and waste. Motion by M. Hayes to put the \$85.00 towards the Spring Cleanup, seconded by B. Hayes. **Roll Call:** Kelley-Y, M. Hayes-Y, B. Hayes-Y, Tornow-Y, McGough-Y. **Motion carried.**

Communication: Letter in packet from the Chamber was read to everyone by McGough.

Public Comment: none

Board Comment: McGough said that he has been talking to Vic about the CDL. He discussed the increased wage for CDL verses not getting a CDL. Discussion continued among council about what to do. Council discussed getting a replacement in the event Jamie gets sick. Jamie suggested getting help for the summer months, possibly someone on call. Vic has until August to get his CDL. Council discussed options to get the work done.

Tessa said that the office looks fantastic. McGough said that the parking lot looks great also.

Houser said that she went to the conference and said that she learned a lot.

Meeting adjourned at 8:25pm by McGough

Respectfully submitted

Marcia Eby

Village of Fife Lake
Council Meeting Minutes
June 19, 2017

Meeting called to order at 7pm

Roll call: Present: B. Hayes, M. Hayes, Menzies, Kelley, Tornow, and McGough.

Absent: Deike

Others: Johnson-Village Clerk, Housour-Village Treasurer, Stocking- Village D.P.W. and Eby- Deputy Clerk.

Approval of Agenda: addition to the agenda of the taxation under new business number 9 letter D and Ad Hoc request under E of new business. Kelly made a motion to accept the agenda as amended, Tornow seconded the motion. **Motion carried** with all yeas.

Pledge of Allegiance

Special order of business: None

Consent Agenda Items: Motion by M. Hayes to accept the Consent Agenda Item as presented. Motion seconded by Kelley. **Roll call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Menzies-Y, Tornow-Y, McGough-Y. **Motion carried.**

Police/ Public Safety: No one present. Stats are in the packet.

Guest: Bob Johnson not present. No other guest.

Public Comment: Bob Menzies- 420 Merritt Street, He asked why the Deputy is riding the North County Trail. He said that the bushes are growing up around the Fife Lake sign looking to the north by the gas station. He said the sign coming into town is hindering vision depending on what size car you are in. His questions will be looked into.

Street Report: Report in packet. Stocking gave an update on areas where the roads need to be addressed. Discussion went on among council members on solutions to the recurring road problems areas. Elmer's is to give an estimate on the cost.

New items

Porta Jon at Lakeside Park next to Vault: Johnson said that a lot of complaints have come in regarding the vault. Johnson felt that two bathrooms were needed. Only one Porta Jon was needed for the price of \$92.50 a month. This would be for the summer months only. It would be there only till the end of September. The total cost would be about \$278.00. Motion made by M. Hayes to add a Porta Jon to the DNR landing, seconded by B. Hayes. **Roll call:** M. Hayes-Y, Menzies-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion Carried.**

Command Property Inspection: This is an inspection to see if it is condemned. This is a house on Anthony Street. There is a house on 6th Street, near the Habit houses that may need to be inspected also. Motion made by M. Hayes to spend \$240.00 for two properties to be inspected if needed, seconded by B. Hayes. **Roll Call:** Menzies-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion Carried.**

Send Noise Ordinance to Planning: McGough said the Noise Ordinance had the times backwards. He said that the quiet time is from 7am to 9pm. Planning is to look at it and correct it.

Village Taxation Motion: This is the motion from the Special Hearing. M. Hayes made a motion to approve the mileage for 9.6908 for adoption. Motion seconded by Kelley.

Roll call: Kelley-Y, M. Hayes-Y, Menzies-Y, B. Hayes-Y, Tornow-Y, McGough-Y.

Motion Carried.

Ad hoc Request: McGough said he was approached by Nancy Ellis about her husband who was in charge of the fireworks for a long time. She would like him recognized. This would go to the Ad hoc committee.

Updated Items

Post open Planning Commission, DDA and ZBA seats: ongoing, no new applicants for any positions.

Sign Policy: Planning is still working on this.

Website- info in packet: Johnson gave an update on what she has been doing to get the website together. B. Hayes made a motion to spend \$102.00 for a domain to make the website functional. Motion seconded by Tornow. **Roll Call:** B. Hayes-Y, Menzies-Y, Kelley-Y, Tornow-Y, M. Hayes-Y, McGough-Y. **Motion carried**

Interns to start: McGough said that the interns will start on the 20th of July. There are two interns who will work on Tues, Wed, and Thursday.

Medical Marijuana Facilities: M. Hayes made a motion to adopt the Planning Commission recommendation to take no action regarding Medical Marijuana Ordinance. Motion seconded by Tornow **Motion carried.**

Title VI changes: Information included in the packet. The document will be changed to name the Village Clerk and not the Administrator. B. Hayes made a motion to adopt the Title VI Non-Discrimination as presented. Motion seconded by M. Hayes. **Motion carried** with all yeas.

Communication: two letters came in this month. The letters were read to everyone present. The letter was voicing concerns about pedestrians walking on Boyd Street. The letters were included in the packet.

Public Comment: none

Board Comments: Council discussed the need for beach sand down at Lakeside Park. The discussion was for screened beach sand. Motion made by B. Hayes to approve no more than \$2000.00 on screened beach sand for Lakeview Park. Motion seconded by Menzies. **Roll call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Menzies-Y, Kelley-Y, McGough-Y. **Motion carried.**

McGough mentioned that the people park on the sidewalk between the Pharmacy and the Laundry mat. He suggested that the area be painted along the sidewalk and to paint parking spaces within that area.

B. Hayes asked if the Grass Ordinance was posted. He wondered how it would be enforced.

Motion by Menzies to adjourn at 8:12 pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
July 17, 2017

Meeting called to order: 7:02pm

Roll Call: Present: M. Hayes, Kelley, Tornow, and McGough.

Absent: B. Hayes, Menzies, Deike

Others: Houser-Village Treasurer, Stocking-DPW, Broering- Zoning Administrator and Eby-Deputy Clerk

Approval of Agenda: Letter C on updated items was taken off the agenda. Under new items letter I Spending Policy was added and under letter J ERSI will also be added. Kelley made a motion to approve the agenda as amended, seconded by M. Hayes.

Motion carried.

Consent Agenda items: Motion made by Kelley to approve the Consent Agenda Items as presented, seconded by Tornow. **Roll call:** Kelley-Y, M. Hayes-Y, Tornow-Y, McGough-Y. **Motion carried**

B. Hayes arrived at 7:05pm.

Police / Public Safety: No one at meeting. Report is in packet.

Guest: none

Public Comment: Bob Parmalee-505 Pierce Street, He discussed closing Pierce Street Alley, He said that he has lived there for 40 years and has not had a problem with the alley until recent years. People are using four wheelers on the alley and it has been getting to be a problem. He is requesting the closing of the alley. Tim Morrison-505 Pierce Street said he concurs with what Bob said and that he too wants the alley closed. He said the last 15 years it has not only four wheelers but also trucks. Sally Morrison-505 Pierce Street she feels the same way. Ron Broering the Zoning Administrator mentioned that the Village passed a Resolution not to vacate more alleys or closed roads. He suggested signage or placing a chain across the road. James Morrison-505 Pierce Street said that this came up about 2 years and a petition was presented at that time. A Plat map and letter was presented to council. They said that signage would be an acceptable solution. The suggestion was to take it to the Street Committee. McGough discussed consulting the attorney on this issue.

Street Report: Report in packet. Stocking gave a report. He said that there are two trees on Main Street that are dead. A quote is needed for removal on a tree that is dead at 213 Main Street due to it interfering with utility lines. He said that if it was possible he would like a power pole to help with the removal of limbs higher up. Motion made by M. Hayes to purchase a Power Pole not to exceed \$750.00. B. Hayes seconded the motion. **Roll Call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion Carried.**

Zoning: Broering gave a report. He said that one permit was issued. He discussed several zoning issues with fences, and homeowners who want structures that permits cannot be issued because of setback issues.

New items

SAWS Plan- Info in packet: table till next month. A formal presentation on this will be at the August meeting.

Elmer's Proposal in Packet: Estimate on 4 street repairs that are within our budget. M. Hayes questions Merritt Street to see if it is a county road or is it the responsibility of the village. She said that she did not know and would like to get this issue resolved before moving ahead with this. Mc Gough said that Janet and Front Street are in bad condition. This will be tabled till next month.

RTF representative: an application came in from Rodney Bogart in Kinsley to apply to the position. He would be our representative on the Rural Task Force. M. Hayes made a motion to appoint Rodney Bogart as the Task Force Representative for the Village of Fife Lake and Kinsley. Motion was seconded by B. Hayes. **Motion carried** with all yeas.

Merritt Street Information: covered up above.

4th of July Committee: Tina Broering spoke in behalf of the 4th of July committee. She thanked Stocking for all his help. She is asking the Council if they would handle the Porta Jons from the beginning to the end. They think they need 6 Porta Jons next year for the 4th. She would like Tessa to do the paperwork. She said that they want to outsource a lot of the work to other committees. She also asked if the permit cost could be waved. They said that they would like to put a shed at Lakeview Park to store their 4th of July equipment. This would be a 10 X 20 building. Council will look into this.

Building Painting: Estimate in packet to power wash and paint two coats to the exterior of the building for \$3700.00. B. Hayes made a motion to accept the bid from Pro Lane to clean and paint the exterior for \$3700.00 and to form a committee to choose the color.

Roll call: Kelley-Y, B. Hayes-Y, M. Hayes-Y, Tornow-Y, McGough-Y. **Motion carried** The committee will consist of M.Hayes, B. Hayes, and Houser.

Increase Petty Cash to \$200.00 during tax time. Houser requested increasing the petty cash to \$200.00 during tax time. She said some people pay their taxes with cash and she wants enough cash to cover those people. M. Hayes made a motion to increase the petty cash to \$200.00 during tax season. B. Hayes seconded the motion. **Roll Call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.** The petty cash is to be locked at all times.

Approve Charter Router Upgrade \$99.00: Houser said that the old router is outdated. It is difficult to work on the computer at slower speeds. Houser thinks that this price is to own it. Council discussed renting one verses owning one. B. Hayes made a motion to purchase a new router not to exceed \$150.00. Motion was supported by M.Hayes. **Roll call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Kelley-Y, McGough-Y. **Motion carried.**

Spending Policy: M. Hayes would like to change the current spending policy back to the old way of spending. M. Hayes made a motion to resend the existing spending policy and bring all spending decisions back to the board. B. Hayes seconded the motion. **Roll call:** M. Hayes-Y, Tornow-Y, Kelley-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

ESIR: Information is in the packet. This is a bill that gives the village updates for our GIS. We will get 50% of our money back from FLAUA. We will pay the initial amount of \$2700.00 and will bill FLAUA. This needs to be done by October. This will be table until next month.

Updated items

Post open Planning Commission seats, DDA seats and ZBA seats: no new applicants
Sign Policy and Noise Ordinance: ongoing

Communication: none

Public Comment: Ron Broering said that a plaque was removed from a bench that was donated from Bob Kowalski's family. Stocking said that the bench was painted and the plaque is back on the bench. He asked what was going on with the village having WI-FI. M. Hayes said that she a McGough met with Jason Allen who was talking about broad band to small communities in an attempt to attract new business. M. Hayes will check with Jason Allen to see how to pursue this. Tina Broering said that the brick work on the retaining wall in front of the hardware is crumbling. This will be passed on to the DDA to be checked into.

Board Comments: Valerie Houser 419 Bates Street- she said that the tax collection is going well.

B. Hayes made a motion to adjourn at 8:52pm.

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
August 21, 2017

Meeting called to order at 7pm

Roll Call: Present: B. Hayes, M. Hayes, Menzies, Kelley, Tornow, Deike, and McGough
Absent: none
Others: Johnson- Village Clerk, Housour-Village Treasurer, Stocking-DPW,
Broering- Village Zoning Administrator, Eby- Deputy Clerk.

Approval of Agenda: Changes to the agenda are to move SAW Grant between 6 Guest and 7 Public Comment and remove it from new items letter A. Also, added to the new items letter R will be meeting times. Deike made a motion to accept the agenda as amended, seconded by B. Hayes. **Motion carried** with all yeas.

Pledge of Allegiance

Special Order of Business: none

Consent Agenda Items A-D: M. Hayes made a motion to approve the consent agenda items, seconded by B. Hayes. **Roll call:** Kelley-Y, B. Hayes-Y, M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Police/ Public Safety Report: no one present at meeting. Report is in packet. Housour said that Police Committee reported areas of vandalism and the ongoing speeding issues within the village. The police are working on these issues.

Guest: None

SAW Grant: Ben Kladder from Fleis and Vanderbrink gave an update on the SAW Grant that the village received in 2014. SAW Grant stands for Storm Water Asset management and Wastewater. The grants main focus is to manage storm water quality and manage storm water issues. The assessment addressed problem areas within the village. Water was tested at two areas within the village. The test came back negative for everything except E- coli down by the motel. There were handouts at the meeting outlining a 20-year plan with the more urgent areas being in the 1-5-year plan. It was discussed among council that the State Street issue was more urgent and should be placed in the 1-5-year plan. It was also discussed to recheck the storm water and do another E coli test after a major rain.

Public Comment: Bob Menzies- 420 Merritt Street, questioned the part time DPW employee. He said that he has seen him mowing lawns and feels that the tax dollars could be better spent on someone who can do more since he does not have his CDL.

Mike Wilson -404 State Street, said that his sidewalks were in noncompliance when the Zoning Administrator stopped by. He said that someone complained saying that this person must have known where the survey line was. He feels if he must remove the sidewalk, then everyone on Martha Street needs to remove their structures encroaching on the closed road. His gave a history of what he has done to the Martha Street lake access. The Zoning Administrator commented to say that he could not fine the survey

stake. He said that he paced it off and felt that the sidewalk was on Martha Street. He said that the RV and car were the main reason why he was there as this was to be used as a lake view access only. Deike made a motion to review previous survey to determine where the property line is so it can be determined if the sidewalk is on the property line and then make a decision based on the survey. Motion was seconded by B. Hayes.

Motion carried with all yeas.

Tina Broering was speaking on behalf of the 4th of July Committee. She was wondering if anything was happening in regards to the storage shed being placed at Lakeview Park. They would like to put the shed in this fall if possible. Mc Gough said that they were waiting to see if it could be placed there. The Zoning Administrator is working on it. There is some question regarding the deeding of the property.

Scott Housour- 419 State Street, asked to please fix the roads.

Street Report: report in packet. Stocking discussed the erosion on 5th Street in South Town access to the lake. He said where the street goes town to the lake there is a driveway and the culvert needs to be replaced. He said it has been buried from years of erosion due to the culvert not working. His driveway is actually on Howard Street. The culvert is in the road right of way. Motion made by Deike to fix and replace culvert on Howard Street for up to \$1000.00 dollars. Motion was seconded by Kelley. **Roll call:** Menzies-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y Deike-Y, Kelley-Y, McGough-Y.

Motion Carried.

Zoning: Zoning Administrator gave the zoning report. The fence on 330 State Street and on Martha Street lake access does not meet zoning requirements. This issue has been ongoing. He discussed the trash and other problems around the Habitat House on Elizabeth Street. He has been in contact with Habitat for Humanity in Traverse City. He discussed the condemned house on Anthony Street. There has been talk about serving a citation to her and start charging because the house has not been removed. Two people have requested building pole barns to live in, which does not fall under the zoning ordinance. Permits were not issued. Ron suggested that the Kimball's building be attended to as it is becoming a problem. He said he is going to send them a letter asking them to fix up the exterior before winter.

New items

Elmers Proposal: Bids are in packet. No price included on Merritt Street yet. In the budget is \$59,251.81 for street replacement. The quotes total \$38,802.00 with includes Janet Street, Bates Street, and Front Street. B. Hayes made a motion to accept the bid for Janet Street, Front Street and Bates Street improvements and request a quote to fix Merritt Street up to the intersection on State Street. Motion was seconded by Kelley.

Roll call: M. Hayes-Y, Deike-Y, Tornow-Y, Kelley-Y, Menzies-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Booking services: Checking into Forest Area Services and possibly transferring the account from H&R block. Deike made a motion to investigate switching financial services for QuickBooks and other necessary needs for both the Village and the DDA from H&R Block to Forest Area Services. Motion seconded by M. Hayes. **Motion carried** with all yeas.

131 Corridor Committee- Clerk: This is a meeting that goes on monthly. The clerk has requested to continue to attend these meetings. Discussion continued among council members on whether it was necessary. Deike made a motion to continue to have Johnson to continue to go to the 131 corridor meetings and to give a monthly report. B. Hayes seconded the motion. **Roll call:** B. Hayes-Y, Deike-Y, Menzies-Y, Kelley-N, Tornow-N, M. Hayes-N, McGough-N. **Motion failed.**

Deike made a motion should McGough be unable to attend a meeting Johnson will go in his place and be paid accordingly. M. Hayes seconded the motion. **Roll Call:** Deike-Y, M. Hayes-Y, Tornow-N, B. Hayes-N, Menzies-N, Kelley-N, McGough-Y. **Motion failed.**

MSU Conference: information in packet. No real interest among council in this. This will be tabled at this time.

Truck for the Village: the village is still in need of a plow truck. Village will keep looking for a truck. The truck will be a 3-quarter ton plow truck.

Resolution 17-5 Township /Fire Department: M. Hayes made a motion to adopt resolution 17-05 regarding Fife Lake Area Emergency and Rescue Authority. Motion was seconded by B. Hayes **Motion carried**

Resolution 17-6 Liquor License for Business: information in packet. It is a license for beer and wine. The vision is to have a microbrewery at the State Street location. At this time, there will be no food. Possibly food will be in the future. Deike made a motion to adopt Resolution 17-06, seconded by B. Hayes. **Motion carried.**

Treasurers Conference: information in packet. Houser gave a report on what this conference is about. There was discussion among council members about this. No motion was made to send the treasurer to the conference.

Tree bids: Deike made a motion to accept Helsels Tree Service. Tornow seconded the motion. **Roll Call:** M. Hayes-Y, Menzies-Y, Deike-Y, Tornow-Y, B. Hayes-Y Kelley-Y, McGough-Y. **Motion carried.** The bid is for \$800.00.

B. Hayes made a motion to extend the meeting 15 minutes, seconded by Deike. **Motion carried.**

Property to be given to the Village: information in packet. Deike made a motion to inform Mr. Picket that at this time we are not interested in the property. Motion seconded by B. Hayes. **Motion carried.** The property is located at the corner of State Street and Bates Street.

Request for supplies: information is in clerk's report. B. Hayes made a motion to the clerk to spend \$450.00 for supplies for the Village. Motion seconded by Kelley. **Roll call:** Kelley-Y, M. Hayes-Y, Menzies-Y, B. Hayes-Y, Deike-Y, Tornow-Y, McGough-Y. **Motion carried.**

Historical Society Donation: information is in the packet. Motion made by B. Hayes to pay Browns Remolding and Repair Services for \$325.00 to the Historical Society. Motion seconded by Deike. **Roll call:** B. Hayes-Y, Deike-Y, Menzies-Y, Kelley-Y, Tornow-Y, M. Hayes-Y, McGough-Y. **Motion carried.**

Networking bid: Information is in packet. Todd Van Dussen was present at the meeting and gave a presentation to set up a network system in the office area. Motion by B. Hayes to accept Mr. Van Dussen's bid from Storm Force Electronics. Motion seconded by

Deike. **Roll Call:** Deike-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, Menzies-Y, Kelley-Y, McGough-Y. **Motion carried.** The bid is for \$520.00.

Computer Issues: Storm Force Electronics will look into this. He will come back with a quote for a new computer at the next meeting.

Purchase Office 365: Deike will check to see if she can get a better price.

Meeting Times: Discussion went on among council members about changing the meeting time. B. Hayes made a motion to change the meeting times to 6:30pm, seconded by Deike. **Motion carried** with all yeas.

Updated items

Post open Planning Commission, DDA, and ZBA seats: no new applicants.

Sign Policy and Noise Ordinance- Planning update: The noise ordinance has been corrected and the sign policy is ongoing.

Motion made by B. Hayes to extend the meeting for a maximum of 15 more minutes, seconded by Deice. **Motion carried** with all yeas.

Website: Johnson gave a presentation to council of the new website. Johnson will e-mail website to everyone to get feedback.

Howard Street Issues: McGough asked everyone to go up to the alley to check out the situation.

Communication: none

Public Comment: none

Board Comments: Vic LaFrance the part time DPW has not obtained his CDL license in the time frame that outlined within the last 6 months. The 6-month deadline would be this coming Saturday. There was lengthy discussion among Council about what to do. It was felt that this issue needed to be addressed. Motion made by Deike to have the Personal Committee to come up with a recommendation and if necessary to have a special meeting following their Friday meeting. Motion seconded by B. Hayes. **Motion carried** with all yeas.

Motion made by Kelley to adjourn at 10:05pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
September 18, 2017

Meeting called to order at 6:35pm

Roll call: Present: M. Hayes, B. Hayes, Menzies, Tornow, and McGough.

Absent: Deike, Kelley.

Others: Housour-Village Treasurer, Johnson-Village Clerk, Broering – Zoning,
Bob Johnson- Traverse City County Commissioner and Eby –Deputy
Clerk.

Approval of Agenda: Changes to agenda are to add F cost of living increases to DPW, G storage shed, H pallet of cold patch, and I salt and sand purchase. Motion by M. Hayes to approve the agenda as amended, seconded by B. Hayes **Motion carried** with all yeas.

Pledge of Allegiance

Special order of Business: none

Consent Agenda Items A-D: B. Hayes made a motion to approve the consent agenda items A-D with the exception of item B seconded by M. Hayes. **Roll call:** M. Hayes-Y, Menzies-Y, B. Hayes-Y, Tornow-Y, McGough-Y. **Motion carried.**

Item B: B. Hayes discussed concerns with mileage spending. Discussion among council members on ways to improve mileage spending Motion by B. Hayes, seconded by M. Hayes to approve item B from the consent agenda. **Roll call:** Menzies-Y, Tornow-Y, B. Hayes-Y, M. Hayes-Y, McGough-Y. **Motion carried.**

Police/ Safety Report: no one present at meeting.

Guest: Bob Johnson reported that a new County Administrator has been hired. She started September 4th.

Public Comment: Bob Menzies-420 Merritt Street, voiced concerns about the amount of time people were receiving for public comment.

Street Report: no report. Stocking was not present at meeting.

Zoning; Broering was present to give the report. The fence on 330 State Street the Mecker's property has been ongoing. The resident was supposed to have the fence removed. He will send out another letter. He discussed several requests for people that wanted to live in their garage, or put in mobile homes. This is not allowed in the village. He mentioned a sail boat that has been parked near the dock. He will contact the owner Mr. Sparks as this is not allowed to stay there for any length of time.

New items

Application for open DDA seat: Patrick Prebo applied for the DDA position. McGough recommended that we accept Patrick's application to the DDA with the term ending 2018. B. Hayes seconded the motion. **Roll call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, Tornow-Y, McGough-Y. **Motion carried.**

406 Anthony Street issue \$1200 plus demolition for court: Mc Gough said that he talked to the lawyer and said that the letter that was sent to her but she did not receive it. The next step is to serve her. The \$1200.00 dollars is what it would cost to server her. The attorney's letter was read to council. B. Hayes made a motion to move forward with proposed attorney fees on 406 Anthony Street. Motion seconded by Tornow. **Roll Call:** M. Hayes-Y, Menzies-Y. Tornow -Y, B. Hayes-Y, McGough-Y. **Motion carried**

Approve \$49.00 for stamps: M. Hayes made a motion for spend \$49.00 for stamps, seconded by B. Hayes **Roll call:** Menzies-Y, M. Hayes-Y, Tornow-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Approve \$4.99 month charge to have calendar linked to website: Johnson said that the calendar on the website will update every time something is added. Otherwise only three days of events would be on the calendar. M. Hayes made a motion to approve \$4.99 a month linking the calendar to the website. Motion seconded by B. Hayes. **Roll call:** M. Hayes-Y, Tornow-Y, Menzies-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Office hour's change: The office hours will be changed to Wednesday 9-2, Thursday 93 and Tuesday 9-2. B. Hayes made a motion to approve the change in the office hours, seconded by Menzies. **Motion carried** with all yeas

Cost of living raise: Cost of living raise is 0.03% currently. This will be for Jamie Stocking –DPW after his evaluation. M. Hayes made a motion to approve a cost of living for Jamie after completion of his evaluation. B. Hayes said that he got a raise less than 6 months ago. Motion rescinded by M. Hayes. It was questioned when he last received a cost of living raise. Motion made by Tornow to give Jamie a 3% raise. Motion seconded by B. Hayes. **Roll call:** M. Hayes-N, Tornow-Y, B. Hayes-Y, Menzies-N, McGough-Y. **Motion carried.**

Storage shed at the beach: It was discussed that the 4th of July Committee would donate the money to the village so the shed could be purchased. M. Hayes a motion to purchase a 10x20 shed with the cost coming from the 4th of July Committee to be located on the beach downtown. Motion seconded by B. Hayes. **Roll Call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, Tornow-Y, and McGough-Y. **Motion carried.**

Pallet of Street Patch: Mc Gough said that another pallet of street patch was needed at the cost of \$734.00. B. Hayes made a motion to buy a pallet of cold patch, seconded by M. Hayes. **Roll call:** M. Hayes-Y, Menzies-Y, Tornow-Y, B. Hayes-Y, and McGough-Y. **Motion carried.**

Sand and Salt Purchase: Johnson gave a quote for the cost of salt and sand for the winter. 100 tons of salt will be about \$6778.00 and about \$1500.00 for sand delivered. This will be mixed 50/50. B.Hayes made a motion to purchase salt and sand for 100 tons of each. Motion seconded by Menzies. **Roll call:** Menzies-Y, M. Hayes-Y. Tornow-Y, B. Hayes-Y, and McGough-Y. **Motion carried.**

Updated items

Open seats for Planning Commission and ZBA: on going no new applicants.

Sign Policy: pending until next spring.

New website comments from council: Motion made by M. Hayes to publish Fife Lake Village.org, Motion seconded by B. Hayes. **Motion carried**

Howard Street: This is about the alley. McGough was looking into solutions since the alley will not be vacated. The residents are requesting that the alley not be maintained in the winter and a signs placed to say road closed to through traffic placed on both ends. Council will check with the attorney on this. Motion made by M. Hayes to contact the attorney regarding wording for a sign, "road closed to through traffic" between 4th and 5th street on Howard Street alley. Motion seconded by B. Hayes **Roll call:** M. Hayes-Y, Menzies-Y, B. Hayes-Y, Tornow-Y, and McGough-Y. **Motion carried.**

Truck for Village: There was discussion on cost of a truck with a plow attachment. B. Hayes made a motion to raise the dollar amount for a truck and plow up to \$20,000, seconded by Menzies. **Roll call:** B. Hayes-Y, Menzies-Y, Tornow-Y, M. Hayes-Y, McGough-Y. **Motion carried.**

New computers- info in packet: Ben informed M.Hayes to say that there is \$1,888.00 left in the SAW Grant to purchase new computers. This is enough for one computer. M.Hayes made a motion to purchase **one** computer, 2 monitors, and 2 cables for the office. Motion seconded by B. Hayes **Roll call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, Menzies-Y, and McGough-Y. **Motion carried**

Correction- Two

Bookkeeping services- info in packet: Discussion on changing the bookkeeping from H&R Block to Forest Area for the same cost. M. Hayes made a motion to change the bookkeeping services for H&R Block to Forest Area Services effective October 1, 2017. Motion seconded by Tornow. **Roll call:** B. Hayes-Y, M. Hayes-Y, Menzies-Y, TornowY, and McGough-Y. **Motion carried.**

Part time DPW Personal Committee recommendations: McGough said that the recommendation from the Personal Committee was to retain the part time person and that the 20 hour position would not require a CDL at this time. His position can be terminated at any time. B. Hayes made a motion to accept Personal recommendation to no longer require a CDL and retain Vic as an employee with a cost of living increase from \$11.75 to \$12.10 an hour starting October 1st. Motion seconded by M. Hayes. **Roll Call:** M. Hayes-Y, Menzies-N, Tornow-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Communication: The Historical Society sent a letter that was read to everyone in attendance.

Public Comment: Ron Broering- 618 State Street wants to clarify that any structure 100 square feet in size should require a permit. Anything under that does not require a permit. Stan Patrick 252 E. State Street- would like to thank the council for allowing the shed to be placed.

Board Comment: Elmer's is trying to get the project done this fall. If not it will be done first thing next spring.

M. Hayes liked that the meeting started at 6:30pm.

Motion made by B. Hayes to adjourn at 8:23pm

Respectfully Submitted

Marcia Eby

Village of Fife Lake
Council Meeting Minutes
October 16, 2017

Meeting called to order at 6:31pm

Roll call: Present- B. Hayes, M. Hayes, Deike, and McGough

Absent- Menzies, Kelley, and Tornow

Others- Houser-Village Treasurer, Johnson-Village Clerk, Stocking- DPW,
Broering- Zoning and Eby- Deputy Clerk

Approval of Agenda: McGough added items to the agenda, under new items letter D is Office Software, and letter E under new items is Howard Street Alley. B. Hayes made a motion to approve the agenda with the additions, seconded by M. Hayes, **Motion carried** with all yeas.

Pledge of Allegiance

Special Order of Business: none

Consent agenda items A-D: The minutes will be removed for the consent agenda items and discussed separately. M. Hayes made a motion to approve the consent agenda items minus the minutes, seconded by B. Hayes. **Roll call:** B. Hayes-Y, M. Hayes-Y, Deike-Y, and McGough-Y.

Correction on the minutes of September 18, 2017, under new items letter F- new computers, the minutes should be for 2 computers not one computer. It should read for 2 computers, 2 monitors, and 2 cables. Motion by M. Hayes to approved the minutes as amended, seconded by Deike. **Motion carried.**

Police/ Public safety: information in packet. The Police Committee Meeting was cancelled and will be rescheduled.

Guest: Bob Johnson- Grand Traverse County Commissioner is not present to give a report.

Public Comment: none

Street Report: Stocking gave a report to council. The tractor needs tie rod ends. He said that Lark Lawn and Garden want \$400.00 for tie rod ends. The tie rod ends are for the Simplicity Tractor. He thinks he can fix it himself, but if it cannot be fixed we would have to get them from Lark. M. Hayes made a motion to approve the repairs to the Simplicity Tractor not to exceed \$500.00. Motion seconded by B. Hayes. **Roll Call:** M. Hayes-Y, B. Hayes-Y, Deike-Y, McGough-Y. **Motion carried.**

Zoning: Broering was present to give report. He said that another request was made to put a storage facility up without a resident. This is not allowed under the zoning. The fence at the Meeker residents is still ongoing. Another letter will be sent to remove the fence.

New items

Clerk Meeting in Traverse City: This is a free meeting in Traverse City on October 19, 2017. M. Hayes made a motion to let Johnson attend the Clerks meeting in Traverse City on October 19th, seconded by B. Hayes. **Motion carried** with all yeas.

Send spending policy, employee policy, and possible village vehicle policy to Policy Committee: This to update the policies and to possibly put together a vehicle policy.

MML Training Event: Housour said that there is training in Cadillac for newly elected officials on December 6th. The cost is \$95.00 per person from 5-9pm. She suggested for 3 newly elected officials. Motion made by M. Hayes to approve up to three people to attend the newly elected officials training in Cadillac on December 6, 2017. Motion seconded by Deike. **Roll Call:** M. Hayes-Y, B. Hayes-Y, Deike-Y, McGough-Y. **Motion carried.** McGough, B. Hayes and Kelley are planning on attending the meeting.

2017 Tax information: information in packet. Housour said the county bought out \$13,148.00 in unpaid property taxes. The county assumed the debt for the unpaid taxes within the village so unpaid taxes go to the county. The county cannot collect on personal property. The village will pursue the \$467.00 owed on personal property.

Clerk wage increase- recommendation from Personnel Committee: Personal only reviewed employee performance. M. Hayes made a motion to increase the clerks wage to .30 cents an hour retroactive on October 1st. Motion was seconded by Deike. **Roll Call:** M. Hayes-Y, Deike-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

CVTRS: Housour gave report that it is going as planned. The old data has been added in 2017. She is working with Johnson on the 2018 budget.

Reimbursement to McGough: McGough spent \$100.00 as a donation to the Scarecrow Festival as it will be this weekend. Deike made a motion to give the \$100.00 donation to McGough, seconded by M. Hayes. **Roll call:** Deike-Y, M. Hayes-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Updated items

Post open Planning Commission, and ZBA seats: ongoing no new applications. There is still one DDA seat open.

Truck for Village: a new truck has been purchased from Stein Motors. It is a 2007 with 100,000 miles and has a new plow.

Now Computer hooked up and working: Housour said they are working much faster and mounted up and out of the way.

Office Software: Housour was asking for Office 365. She said that it did not come on the computer. They will check into the non profit cost and if the village is eligible for it.

Howard Street Alley: the signs have been approved for the alley. A citizen from the community (Marie Voice-111 Morgan Street) questioned the legal ramifications in the future if the alley is not maintained. It was decided to check with the attorney about this and get more information before a decision is made on signs.

Communications: A letter came in from the Department of Transportation referring to the changes at 131

Public Comment: Linda Forewerck – Fife Lake Township Supervisor, 134 Morgan Street. She gave an update on what was happening at the township level. The south end public lake access has been settled with the neighbors. The project has gone through the DEQ. They will need to get a permit next spring from the county. The DNR will be doing most of the work in May of 2018.

Forest Area School has a mileage for an election in November at the township hall.

The deputy has offered to monitor homes of snowbirds with in the community. This information is confidential.

Rural Fire along with other departments responded to a recent fire. Rural Fire consists of 5 units. The future of Rural Fire is in question and may be dissolved in the future. Fife Lake Township is still with Rural Fire. She discussed what would happen if they were to dissolve.

Board Comment: McGough said that Elmer's may get everything done except Merritt Street this fall. Nothing new on the storage shed for the Lakefront Park.

B. Hayes made a motion to adjourn at 7:35pm

Respectfully Submitted
Marcia Eby

Village of Fife Lake
Council Meeting Minutes
December 18, 2017

Meeting called to order at 6:30pm

Roll Call: Present: B. Hayes, M. Hayes, Tornow, McGough

Absent: Menzies, Kelley, and Deike.

Others: Stocking-DPW, Broering – Zoning, Housour- Village Treasurer, Eby
Deputy Clerk.

Approval of Agenda: item C under updated items will be tabled till the January meeting. Tornow made a motion to accept the agenda as amended, seconded by B. Hayes. **Motion carried** with all yeas.

Pledge of Allegiance

Special Order of Business: none.

Consent Agenda Items A-D: M. Hayes made a motion to accept the consent agenda as amended, seconded by B. Hayes. **Roll call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, McGough-Y. **Motion carried**

Police / Public Safety: report in packet.

Guest: none. Bob Johnson- Grand Traverse County Commissioner not present at the meeting.

Public Comment: none

Street Report: Stocking gave report. He questioned the cars parked on the shoulder of Morgan Street behind Gordy's. He said that plowing that area is difficult because of the cars. McGough said he would check into it. Stocking also asked if council would like to run green lights on the plow truck for more visibility. M. Hayes made a motion to purchase two green lights for the plow truck, seconded by B. Hayes. **Roll call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

Zoning Report: Broering said only one inquiry came in about storing a trailer during hunting season. Broering told him what the requirement was and he was fine with that. There was a call about the used car dealership on State Street. This person was thinking about purchasing it and was asking about parking. Broering discussed the parking requirements in the C1 and C2 districts.

New items

Purchase of supplies: the list is included in the packet. M. Hayes made a motion to purchase the supplies list not to exceed \$500.00 and to add the label maker and tape to the list, seconded by B. Hayes. **Roll Call:** M. Hayes-Y, Tornow-Y, B. Hayes-Y, McGough-Y. **Motion carried.**

One application for Planning: included in packet. This person does not live in the village. Council felt that the requirements for Planning was that you need to be a village resident. The village will check into the requirements

Updated items

Post open Planning Commission, DDA, ZBA, and FLAUA seats: McGough said that he applied for the open seat on the FLAUA.

Anthony Street: ongoing

Spending Policy: tabled till January

Communication: None

Public Comment: Marie Voice- 111 Morgan Street said that she has heard several comments about the street lighting during the holidays. McGough said that next year they would purchase Christmas lights for the street lamps. Talk about making Christmas lights a budget item.

Board Comment: Housour said that there has been an update on the Labor of Law Poster. The updates are on minimum wage and the Employee Polygraph Protection Act. A new poster will be needed.

Tornow made a motion to adjourn at 7:10pm

Respectfully submitted
Marcia Eby.