

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY JANUARY 9, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Motion made by VanAmburg supported by Gill to accept the minutes as printed for December 5, 2016. – carried

Motion made by VanAmburg supported by Benson to pay the bills presented. – carried

No comments from the public.

Motion made by VanAmburg supported by Benson to adopt the Employee Handbook as presented. – carried

Motion made by VanAmburg supported by Benson to approve Payment Application No. 3 (FINAL) in the amount of \$23,028.60 to Kelly Bishop, Inc., 17574 Bishop Road, Chesaning, MI 48616, for the New DPW Building construction project. Benson – yes, VanAmburg – yes, Gill – yes, Dorr – yes.

Dave Dorr indicated that only one application for the open Trustee position was received from the public. Motion made by VanAmburg supported by Benson to appoint Ana Lerma as Trustee to serve out the remaining term of Susan Miller (November 2018). - carried

Draft of proposed Appointees Terms and Vacancies Ordinance No. 39 was present to council for review and comments. Draft of proposed ordinance will be posted for public comment and adoption at the February council meeting.

Mr. Robert Laethem, representative from Cardinal Wishes, presented their Application for a Special Event Permit requesting to hold a World Record Motorcycle Poker Run starting and ending in the Village on May 20, 2017 (Saturday) from 9:00 a.m. to 11:00 p.m. They requested use of the park and the closing of the following streets – Genesee Ave from 11<sup>th</sup> west to the pump house, Forest Ave west of Detroit St, and Detroit St north of Forest Ave. Security will be provided by the event's sponsors along with an umbrella Liability Insurance coverage of the event that will list the Village of Otter Lake as an Additional Insured on the policy. Motion made by VanAmburg supported by Benson to approve the requested Special Event Permit as presented. - carried

Motion made by VanAmburg supported by Benson to set a Public Hearing on the proposed 2017 budget for February 6, 2017 at 7:15 p.m. – carried

Motion made by VanAmburg supported by Gill to accepted the financial report as presented. – carried

Motion made by VanAmburg supported by Benson to allow Dave Dorr and Joan Skias to sign signature cards for the Genesee County Development Block Grant program. - carried

Motion made by VanAmburg supported by Gill to adjourn at 7:45 p.m. – carried

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY FEBRUARY 6, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll Call: N. VanAmburg –P, T. Gill –P, A. Lerma –P, R. Benson –A, D. Dorr –P, S. Miller –P, J. Skias –P

Motion made by VanAmburg supported by Lerma to accept the minutes as printed for Jan. 9, 2017. – carried

Motion made by VanAmburg supported by Gill to pay the bills presented. – carried

Rep. David Martin, Genesee Co. and Rep. Cheryl Clark, Lapeer Co. were present to answer any question people might have. Mr. Martin said that there will be an election in May for 911. Ms. Clark talked to the Treasurer about the captures of the DDA and explained a few things that would need to be changed to help our residents.

Motion made by VanAmburg supported by Lerma to close the regular meeting at this time 7:18 p.m. to enter into the public hearing. – carried

Regular meeting re-open at 7:21 p.m.

Motion made by VanAmburg supported by Gill to accept all the proposed budgets as presented. – carried

Motion made by VanAmburg supported by Gill to set the millage rate at the highest possible with Head Lee roll back. – carried

Motion made by VanAmburg supported by Lerma to allow the Treasurer to spread assessments onto the tax roll. – carried

Motion made by VanAmburg supported by Gill to have the President, Treasurer and Clerk sign the warrants. – carried

Motion made by VanAmburg supported by Lerma to have the President, Treasurer, Deputy Treas./Clerk and the Clerk sign the new bank cards. – carried

Motion made by VanAmburg supported by Gill to accept the financial report as presented. – carried

Motion made by VanAmburg supported by Gill to accept the committee recommendation made by the President. – carried

Table Ordinance # 39 appointees' terms

Motion made by VanAmburg supported by Lerma to adjourn at 8:48 p.m. – carried

VILLAGE OF OTTER LAKE  
PUBLIC HEARING FOR 2017 – 2018 PROSED BUDGET  
HELD ON MONDAY FEBRUARY 6, 2017

Hearing open at 7:18 p.m.

The proposed budgets were discussed.

Motion made by VanAmburg supported by Gill to close the public hearing at 7:21 p.m.

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY MARCH 6, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll Call: N. VanAmburg-P, A. Lerma-P, R. Benson-A, D. Dorr-P, S. Miller-P, J. Skias-P.

Motion made by VanAmburg supported by Gill to accept the minutes as printed for Feb. 6, 2017 – carried

Motion made by VanAmburg supported by Lerma to accept the minutes as printed for public hearing on Feb. 6, 2017. – carried

Motion made by VanAmburg supported by Gill to pay the bills presented. – carried

Motion made by VanAmburg supported by Lerma to adopt Ordinance #39 covering appointees to positions. – carried

Motion made by VanAmburg supported by Lerma to grant VFW request to sell poppies May 11,12 & 13. – carried

Motion made by VanAmburg supported by Lerma to grant to C.O.O.L. committee request to obtain a gaming license to sell 50/50 and raffle tickets for July 1, 2017. – carried

Motion made by VanAmburg supported by Gill to accept the financial report as presented. – carried

Lerma suggested that reflectors or something should be put up at the curve of Otter Lake Rd and 11<sup>th</sup> St.

Motion made by VanAmburg supported by Lerma to adjourn at 7:27 p.m. - carried

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY APRIL 3, 2017

Meeting called to order at 7 p.m.

Roll Call: N. VanAmburg-P, T. Gill-P, A. Lerma-P, R. Benson-P, D. Dorr-P, S. Miller –A, J. Skias-P.

Motion made by VanAmburg supported by Benson to accept the minutes as printed for March 6, 2017 – carried

Motion made by N. VanAmburg supported by Gill to pay the bills presented. – carried

Motion made by VanAmburg supported by Benson to grant the Lions request to have a white cane sale on April 28 & 29. – carried

Mr. Bernard was present and asked about putting up a speed limit sign on Washburn Rd.. He also said that the road is in need of grading and dust control.

Motion made by VanAmburg supported by Benson to allow Great Lakes Boxer Rescue to have a beer tent on the tennis court for the Cardinal Wishes event on May 20, 2017. – carried

Lerma asked about having better signs put up at the curve coming into town from Otter Lake Rd.. Dorr said he will look into this.

Motion made by VanAmburg supported by Benson to accept the actual budgets for the 2016 – 2017 budgets. – carried

The Village has received a letter from our DPW supervisor, Mr. Rotenheber, that he will be retiring at the end of May.

Motion made by Benson supported by VanAmburg to accept Mr. Rotenheber's letter notifying the Village of his retirement. – carried

Dorr and Gill will be coming up with a job description for the applicants but would like to find someone that is certified for the treatment plant. They will place an ad and put a deadline for the application for May 12<sup>th</sup>.

Motion made by VanAmburg supported by VanAmburg to accept park committee recommendation for park managers for the 2017 season. – carried

Motion made by VanAmburg supported by Gill to accept the financial report as presented. – carried

Motion made by VanAmburg supported by Lerma to hold Village clean up day on May 13<sup>th</sup> 8 a.m. to 3 p.m. – carried

Motion made by VanAmburg supported by Lerma to adjourn at 8:04 p.m. – carried

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY MAY 1, 2017

Meeting called to order at 7 p.m.

Roll Call: N. VanAmburg –P, T. Gill –P, A. Lerma –P, R. Benson –P, D. Dorr –P, S. Miller –P, J. Skias –P.

Motion made by VanAmburg supported by Benson to accept the minutes as printed for March 6, 2017. – carried

Motion made by VanAmburg supported by Gill to pay the bills presented. – carried

Motion made by VanAmburg supported by Lerma to allow the fire dept. to have a beer tent on the tennis courts for the 4<sup>th</sup> of July events. – carried

Motion made by VanAmburg supported by Gill to allow the C.O.O.L. committee to hold their activities on Fri., Sat., and Sunday for the 4<sup>th</sup> of July events with more activities on Sunday this year. – carried

Motion made by VanAmburg supported by Benson to grant the VFW permission to sell poppies this year May 11<sup>th</sup> – 13<sup>th</sup>. – carried

Motion made by VanAmburg supported by Lerma to continue with the Genesee Co. Block Grant for the years 2018 – 2020. – carried

Motion made by VanAmburg supported by Lerma to accept the financial report as presented. – carried

Dorr discussed the trail way budget.

Lerma asked how many application were received to fill DPW position. Gill said only 1 at this time.

The lake will be sprayed this year. Permit was pulled.

Summer meals for kids will be in the park this year again.

Lerma asked if the Clerk was contacted by a lady starting up a program for drug abuse. Lerma is interested in helping.

The Village will host small cities and villages meeting on June 7<sup>th</sup>.

Motion made by VanAmburg supported by Lerma to adjourn at 7:45 p.m. – carried

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON TUESDAY JUNE 6, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll Call: N. VanAmburg – P, T. Gill –P, A. Lerma –P, R. Benson –P, D. Dorr –P, S. Miller –P, J. Skias –P.

Motion made by VanAmburg supported by Lerma to accept the minutes as printed for May 1, 2014 with correction of April 3, 2017 not March 6, 2017. – carried

Motion made by VanAmburg supported by Gill to pay the bills presented CK # 11955 – 11995 – carried

Public Hearing: Mr. Bernard had questions regarding the no-wake ordinance. How can the Village enforce the ordinance? A suggestion was having people sign an acknowledgment when launching their boats.

Mrs. Farnsworth asked why the lake is so high. Dorr said it is due to the excessive rain this spring. Nothing is blocked off.

Mrs. Gullekson had a question regarding the money that the fire authority is paying to the Village for the pump house. She stated that she was under the assumption that these payments were to go onto principal only. Dorr said that if he actually said that he was wrong but doesn't remember making that statement. The two payments received were used to make regular payments.

Motion made by VanAmburg supported by Benson to approve the permit for the fireworks display. – carried

Motion made by VanAmburg supported by Benson to approve the DDA proposed projects for the 2017 – 2018 fiscal year. – carried

Regarding the DPW position there has been no decision made at this time. Tim is handling it on his own at the present time.

Gill has been working hard on getting property description for the properties located at Benson between the RR right away and 10<sup>th</sup> St. By vacating South 16' on Benson and West 50' on 10<sup>th</sup> will finally straighten everything up.

Motion made by VanAmburg supported by Benson to hold a public hearing on July 10<sup>th</sup> at 7:15 on the vacating of streets described above. – carried

Motion made by VanAmburg supported by Benson financial report as presented. – carried

Lerma asked if Dorr checked into the sign for the curve at Otter Lake Rd and 11<sup>th</sup> St.? Dorr said he has been in touch with representative and is waiting to hear back.

Dorr brought up about the fact that we need to do something regarding the excessive truck traffic coming through town. It has increase even more since the opened up the gravel pit east of town. He said that he will be looking into setting our own weight limits due to the fact these gravel trucks are tearing up our roads.

Motion made by Benson supported by Lerma to adjourn at 7:45 p.m. - carried



VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY JULY 10, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll Call: N. VanAmburg – P, A. Lerma – P, R. Benson – P, D. Dorr – P, S. Miller – P, J. Skias – A, T. Gill – P.

Motion made by VanAmburg supported by Benson to accept the minutes as printed for June 6, 2017 with correction of May 1, 2017 not May 1, 2014. – carried.

Motion made by VanAmburg supported by Lerma to pay the bills presented CK #11996 – 12027 – carried.

Public Comment: Susan Miller requested that she be given access to the General Fund account.

Public Hearing: Motion made by Benson supported by VanAmburg to close the regular meeting for the Public Hearing on vacating portions of Benson Ave and 10<sup>th</sup> Streets – carried.

Jean Theakston asked if either of these vacations would land lock any of the properties located on 10<sup>th</sup> Street south of Benson . Trustee Gill explained that it would not, that a 50 foot wide public right-of-way will still exist.

Motion made by Benson supported by VanAmburg to close the Public Hearing at 7:18 and reopen the regular meeting – carried.

Motion made by VanAmburg supported by Benson to vacate the south 16 feet of Benson Ave right-of-way beginning from the centerline of Tenth Street right-of-way west 272 feet – carried, all yeas.

Motion made by Benson supported by VanAmburg to vacate the west 50 feet of Tenth Street right-of-way beginning from the original south right-of-way line of Benson Ave south 69 feet – carried, all yeas.

Old Business: Trustee Benson indicated that Cardinal Wishes are planning their second annual Motorcycle Poker Run for June 2, 2018. Motion made by Benson supported by VanAmburg to allow Cardinal Wishes to hold this event on June 2, 2018 – carried.

President Dorr presented information on a new traffic sign for the curve on Otter Lake Road. Sign is a solar powered LED that mounts on a standard pole, total cost of approximately \$1,800.00. Motion by Benson supported by Lerma to purchase sign using funds from major streets account – carried.

New Business: President Dorr indicated that the hiring committee had made a job offer to Russell Cranick whom currently works for the Mayville DPW. Mr. Cranick was the only candidate that had some experience in operating a sewer treatment system. Motion made by VanAmburg supported by Benson to hire Russell Cranick for the position of DPW supervisor, contingent on passing a drug test and physical, and a six month job evaluation. N. VanAmburg – Yes, A, Lerma – Yes, R. Benson – Yes, D. Dorr – Yes, T. Gill – Yes. Motion carried.

Motion made by VanAmberg supported by Lerma to increase DPW employee Tim Bilkovsky hourly pay rate by \$1.00 per hour, effective July 10, 2017 – carried.

President Dorr asked Trustee Benson to review information regarding a MERS retirement program for Tim Bilkovsky and present it at the next meeting.

Motion made by VanAmburg supported by Benson to table approval of the Financial Report until next meeting as it appears to be missing monthly revenue amounts in several accounts – carried.

Motion made by VanAmbrug supported by Lerma to adopt the Commercial Truck Traffic Ordinance, Ordinance Number 40 as presented – carried.

Resident Fran Gullekson present the council with a letter informing the council that based on her interruption of the Zoning Ordinance, Section 4.10 Fences and Wall Standards, one of the council members is in violation. After much discussion it was the council's opinion that this is a civil matter between two neighbors.

Trustee Lerma asked if the Village had a curfew. The Village does, it is 10:00 p.m. for anyone 17 or under in age. She also suggested that the Village consider sending cards of sympathy to the families of residents that have passed away.

Motion made by VAnAmburg supported by Lerma to adjourn at 8:18 p.m. – carried.

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY AUGUST 7, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll Call: N. VanAmburg –P, A. Lerma –P, R. Benson –P, T. Gill –P, D. Dorr –P, S. Miller –P, J. Skias –P

Motion made by VanAmburg supported by Benson to accept the minutes as printed for July 10, 2017 – carried

Motion made by VanAmburg supported by Benson to accept the minutes as printed for public hearing on vacating streets. - carried

Motion made by VanAmburg supported by Lerma to pay the bills presented Ck # 12029 – 12073

Public Time: Mrs. Norton asked about the pavilion rental and if you rent it do your guest have to pay for parking? Benson explained that we prefer if they park on the street except for handicap and elderly.

Mrs. Farnsworth asked about allowing the Lion's org. to hold their fund raiser event in Sept.

Mr. Hart pointed out that there is a large hole going into the parking area for the trails and someone could get injured.

Mrs. Snyder pointed out that there is a lot on Cedar Lane that has high weeds.

Mr. Miller confronted one of the Trustees regarding a comment that he heard was said.

Mrs. Gullekson told the Council that the skate board ramp has some holes in it.

Motion made by VanAmburg supported by Lerma to allow the Lion's org. to hold their event on Sept. 22 – 23 or the following weekend if it rains. – carried

Motion made by VanAmburg supported by Lerma to accept the June financial report after the income was added in. – carried

Dorr explained that we are still looking for another man for the DPW. The one we thought we had hired ended up declining the job.

There were several people present to give points of view on the ordinance #40 regarding truck traffic through town. Dorr explained that this ordinance was not put in to go after any particular company or individual but to save the streets of the Village. First none of our streets were built to be a class A road. We do not receive enough funding to be repaving streets. There was a period of time when both Genesee Co. and Lapeer Co. discussed making all roads from M15 through to M24 class A but that never materialized. Mr. Martin said that by stopping the truck traffic it would hurt not only our local businesses but also the Village. Dorr said we would be more than willing to allow the Counties to make

a truck line through the Village. Mr. Martin suggested that the Council do some more research before passing and enforcing this ordinance. Mr. Pinn said that the ordinance is too vague because the way the ordinance is written it could include smaller trucks, campers and etc. He also said that by passing this ord. it would affect his business and that he employs several residents. Mr. Martin also said that he has informed his drivers to take an alternate route. He also said that all the traffic should slow down in about a month when the project they're hauling for will be complete. Dorr explained again it has nothing to do with any certain company but it has to do with maintaining our streets. Mr. Woodworth suggested looking into talking to the Counties and see if we can get any help with our streets so as to accommodate the truck traffic.

Motion made by VanAmburg supported by Benson to table Ordinance #40 until further research is done.  
- carried

The treasurer would like to know how much to charge for requests for the tax roll. She said that other municipalities she talked to about this charge \$10 per bill and we have approximately 300.

Motion made by VanAmburg supported by Benson to set a charge of \$10 per tax bill when request is for the complete tax roll. – carried

Mr. Heusted and Kozi Kitchen asked permission to hold a car cruise on Aug. 26<sup>th</sup> and to be allowed to block off some streets.

Motion made by VanAmburg supported by Lerma to allow the car cruise to take place on Aug. 26<sup>th</sup> from 1 to 9 and to block off Detroit St. from Benson north to park and Genesee from Detroit St. east to Lake St.- carried

Mr. Pinn said that we have some street corners that have no street signs and feels they should be replaced. He also wanted to know about our weed ord. because he said there are a few properties where the grass and weeds are higher than 12". Dorr said these issues will be looked into.

Motion made by VanAmburg supported by Lerma to accept the financial report for July as presented. – carried

Mrs. Gullekson had complaints regarding the term limits on the planning commission. She said the by-law states new appointees are to have a 3 year term. She said when she was re-appointed and when Mechelle was appointed they were not given 3 year terms. She said she will stop complaining when the commission follows the law. She did read a letter she wrote explaining the terms.

Gill said he will discuss this with attorney.

VanAmburg asked the Council what can be done with one of the trees we planted near her house. Since this tree has grown she has lost her TV signal and would like something done. Dorr said he will stop by and see what can be done.

Motion made by VanAmburg supported by Benson to adjourn at 8:42 p.m. - carried

VILLAGE OF OTTER LAKE  
REGULAR COUNCIL MEETING  
HELD ON MONDAY SEPTEMBER 11, 2017

Meeting called to order at 7 p.m.

Pledge of allegiance to the flag.

Roll call: N. VanAmburg –P, A. Lerma –P, R. Benson –P, T. Gill –P, D. Dorr –P, S. Miller –P, J. Skias –P.

Motion made by VanAmburg supported by Benson to accept the minutes as printed for Aug. 7, 2017. – carried

Motion made by VanAmburg supported by Benson to pay the bills presented ck # 12074- 12115 gen., maj st. ck# 1046 - 1048, loc st. ck# 1031 - 1032 O&M ck# 119-1120. – carried

The Council received a complaint regarding one of our trustees. After listening Dorr said that this would fall under a personal matter. The Council also received a complaint regarding the property on Genesee Ave. that had a fire approximately 4 years ago and the property has not had anything done to it. The Council was asked what is being done about Ordinance #40. It was explained that the Council has tabled the matter until further review.

The employment committee is recommending hiring Mr. Joseph Candela Jr. to fill the vacant position.

Motion made by Benson supported by VanAmburg to hire Mr. Candela Jr. with starting wage at \$12.50 per hour with a review on January 15<sup>th</sup> after which would receive a 50 cent per hour increase. This position can either be full or part-time.– carried

The Council received an opinion letter from the attorney regarding term limits for the planning commission. He stated that he feels that we are doing it right. The term confusion started when we went from 5 members to 7 members. This happened when there was an appointment to take Mrs. Gullekson place but she at the time stated her term was not up and that is when it was decided to go with a 7 member commission. Mrs. Gullekson said she wants to be re-appointed this evening by Council. The attorney did say the commission was correct with the terms they have on all their members.

There was a complaint on two different properties on high weeds. Mr. Woodworth said that there are different requirements if you have 1 acre or more. The trailway is in line with the rules for 5 acres or more plus it is also a nature trail.

Mr. Woodworth would like to see all rental properties register with the Village.

Motion made by Gill supported by Benson to take the planning commission down to a 5 member commission begging in Oct. with the following members Woodworth, Lerma, terms to 2019 and Valley, Pinn to 2018. – carried

Motion made by Benson supported by Gill to appoint Kevin Miller to planning commission with his term ending 2020. – carried

Mrs. Gullekson also gave a letter to the Council stating she feels that when the public speaks the Village should have a microphone for them to use so all can hear them speak. She states she is having difficulty hearing the public's comments. Dorr said this will be taken under advisement.

Motion made by VanAmburg supported by Gill to appoint Carolyn Snyder to the Trail Way commission to fill Kevin Millers' term which stepped down. – carried

Motion made VanAmburg supported by Benson to accept the financial report as presented. – carried

Lerma asked about our ordinance #40 she is wondering why the Council tabled this matter. Mr. Martin said that if the Village proceeded with this it cost the Village in law suits. He also said it would be best for the Village to get with the counties about class A road. Dorr said that the Village is in its' legal right to block through truck traffic.

Motion made by VanAmburg supported by Benson to adjourn at 8:08 p.m. - carried