

**Village of Lake Isabella  
1096 Queens Way Drive  
Lake Isabella, MI 48893**

**Minutes  
Regular Council Meeting  
February 17, 2004**

The Regular Village Council Meeting was called to order at 7:00 pm by President Dunn with the Pledge of Allegiance to the Flag.

Members Present: George Dunn, President; Jeff Grey, Clerk; Charles Kiel, Treasurer; Council Members Dave Torgerson, Arnold Griffin, Brian Hughes, and Jack Adkins.

Others Present: Tim Wolff, Village Manager, Jayme' Martin, LIPOA General Manger, Mike Scherba LIPOA Building and Use Restrictions Update Committee Chairman, and Steve Levier, Auditor from Page Olsen.

Dunn introduced the Village's new Manager Tim Wolff. Dunn then extended a warm welcome to Wolff on behalf of the Village of Lake Isabella.

Dunn presented a plaque of appreciation to Don Washburn who stepped down from the Council Treasurer seat in 2002.

Dunn presented a plaque to Jackie Adkins for his service to the Village as Village President. See meeting packet for Adkins service history.

**Motion to approve the agenda.**

Motion by Adkins, 2<sup>nd</sup> by Griffin to approve the February 17, 2004 agenda with the addition to IX. E. Other – Discussion of disposing of Village owned lots and moving X. A. Auditor's Report to VIII. A.

Carried Unanimously

**Motion to approve Meeting Minutes:**

Motion by Kiel, 2<sup>nd</sup> by Torgerson to approve the January 20, 2004 Regular Village Council Meeting Minutes.

Carried Unanimously

**Financial Matters: (Proposed)**

Auditor's Report

Given by Levier the Village's auditor. See meeting packet for audit letter, comments, and concerns. One fund had a deficit but this was due to funds coming in days after monies was

expended and this deficit has since been taken care of by a deficit reduction plan. Levier reported that the Village would have to have GASB34 implemented by the end of this fiscal year. The biggest change the Village will encounter is reporting all of our fixed assets and capital assets in the general fund and major and local street funds not just in the sewer fund. Levier also brought up SAS 99 Fraud Statement. SAS 99 Fraud Statement requires the auditors to meet with the Audit/Finance Committee at least twice preferably three times to discuss all the issues coming up. These meetings would occur as follows: 1<sup>st</sup> meeting prior to field work, 2<sup>nd</sup> during field work, and the 3<sup>rd</sup> meeting after field work. If three meetings were not feasible then they would have the 1<sup>st</sup> meeting and the 3<sup>rd</sup> meeting as they are required to do. SAS 99 Fraud Statement will be sent to all employees and council members. These need to be filled out and returned to them.

#### Motion to accept Treasurer's Report

Kiel reported that as of January 31, 2004, the cash on hand in IB&T Checking was \$634,789.72; cash in IB&T Savings was \$154,922.07; in First Bank Savings \$98,119.34; and Petty Cash \$120.00. Total Assets \$1,254,884.63 and Total Liabilities and Fund Balances are \$1,254,884.63.

Motion by Torgerson, 2<sup>nd</sup> by Grey to accept the Treasurer's report as given.

Carried Unanimously

#### Motion to accept Financial Report

Grey reported Income for the month of January 2004 was \$-668,234.94 and Income Year-to-date is \$2,016,797.04. Grey gave a brief statement regarding the negative amount of income for January. This reflection is caused by multiple double entries in certain Street Accounts. Expenditures for the month of January 2004 were \$873,307.77 and Expenditures Year-to-date is \$1,539,736.16.

Motion by Kiel, 2<sup>nd</sup> by Griffin to accept the Financial report as given.

Carried Unanimously

#### Motion to accept Finance Committee Report – Accounts Payable – Bills Paid

Dunn reported that the Finance Committee had reviewed the checks #2061-2098 Accounts Payable Bills Paid and recommends the Council approve the bills paid and warrants for the month of January 2004.

Motion by Adkins, 2<sup>nd</sup> by Hughes to accept Finance Committee Report – Accounts Payable – Bills Paid for the month of January 2004.

Carried Unanimously

## **Public Hearing:**

- A. Resolution # 2004-02, Declaration of Intent to make Public Improvement; tentative Designation of Special Assessment District; Notice of Public Hearing; Notice of Public Hearing.

- 1. Public Meeting Opened at 7:27 p.m.**
- 2. Public Notice was placed in the February 4, 2004 edition of the *Morning Sun*.**
- 3. Public Discussion/Questions**

Dunn read letter in support of improvements from Don and Betty Perry 1207 Queens Way. See meeting packet for full letter.

Dunn read letter in support of improvements from Robert and Fran Grove 1260 Queens Way. See meeting packet for full letter.

John Berry- 1234 Queens Way- voiced his objection to the project.

Wilma and John Heggaton-1180 Queens Way- voiced their objection to the project.

Marie Kelly-1226 Queens Way- voiced her support for the project.

Robert Burgess- 1211 Queens Way- voiced his support for the project.

- 4. Public Meeting Closed at 7:37 p.m.**
- 5. Discussion among Council Members.**

Adkins stated that every property owner being effected has a say.

Grey stated that since we became a Village the county does not contribute any more.

Dunn stated that the Local street projects are brought upon the Council by property owners themselves. Property owners take it upon themselves to get petitions, which are signed by at least 51% of the property owners being assessed, to make improvements to their roads and then bring it to the Council for approval.

Dunn stated that Queens Way in fact is two words.

Kiel stated that this special assessment will be able to be spread out over a period of time.

## **Reports:**

Managers Report: Read by Wolff. See meeting packet for full report.

Planning Commission: Given by Grey. Grey stated that the Planning Commission is currently working on creating a commercial district with a possibility of three different levels of commercial. Grey informed the Council that the Planning Commission would be holding a Public Hearing for an ordinance pertaining to House Boats. In addition, Grey spoke on a letter from a prospective homeowner on whether or not it is possible to run a Taxidermy and Custom Fishing Rod business out of their home.

Street Committee: Given by Wolff. Wolff stated that the main topic of discussion was creating and implementing an upkeep and maintenance schedule for the Village roads. Wolff is currently working on the creation of this schedule. There were also concerns from property owners on how snow was being plowed. Wolff stated that due to the extensive weather conditions it was inevitable that the plowed snow cover driveways. The Street Committee is awaiting the Village Council's recommendation to look into what Street Lights are necessary. Finally, Wolff stated that the next meeting is scheduled for March 2, 2004 at 9:00 am.

## **Old Business:**

### Street Lights

Wolff reported the quote from Tri-County Electric for the placement of streetlights at eight intersections. See meeting packet for full quote. It was decided to send this material to the Street Committee and have them make a recommendation on where streetlights are necessary.

### Motion to approve Resolution # 2004-03, Appointment of Administrative Deputy Clerk, and Administrative Deputy Treasurer.

Motion by Grey, 2<sup>nd</sup> by Kiel to approve Resolution # 2004-03, Appointment of Administrative Deputy Clerk, and Administrative Deputy Treasurer.

Carried Unanimously

### Membership to the Mt. Pleasant Area Chamber of Commerce.

See meeting packet for report. Wolff recommended not joining the Mt. Pleasant Area Chamber of Commerce at this time. Wolff stated that with Dunn's connection and the fact that the Village can obtain the same Health Care Benefit through MML there was no immediate need to join the Mt. Pleasant Area Chamber of Commerce.

The council agreed and at this time has decided not to join the Mt. Pleasant Area Chamber of Commerce.

### Discussion on the island at the entrance of Coldwater Rd. and Clubhouse Dr.

See meeting packet for report. Wolff was asked to look into this matter and possibly updating the plats to reflect an accurate description of the Village of Lake Isabella.

### Discussion of disposal of Village Owned Lots

The Council discussed selling certain Village owned lots. This issue will be on the next agenda more information is needed before a decision can be reached.

### **New Business:**

#### LIPOA Presentation of Building and Use Restriction for Lake Isabella South.

See meeting packet for updates and revisions. Also, see meeting packet for last minute updates hand out at the meeting by Martin. Scherba gave a brief summary of the changes made.

Motion to approve/disapprove the Village of Lake Isabella's signature for the lots the Village owns in Lake Isabella South to accept the changes made to the Building and Use Restrictions. Upon the approval and acceptance of the new additions made to the Building and Use Restrictions from the Lake Isabella Property Owners Association's attorney and board

Motion by Adkins, 2<sup>nd</sup> by Griffin to approve the Village of Lake Isabella's signature for the lots the Village owns in Lake Isabella South to accept the changes made to the Building and Use Restrictions. Upon the approval and acceptance of the new additions made to the Building and Use Restrictions from the Lake Isabella Property Owners Association's attorney and board

Carried Unanimously

#### Motion to approve Resolution # 2004-04, Designation of Street Administrator

Motion by Kiel, 2<sup>nd</sup> by Hughes to approve Resolution # 2004-04, Designation of Street Administrator.

Carried Unanimously

#### Motion to approve Resolution # 2004-05, to place the Village Manager on the Village of Lake Isabella Bank Accounts.

Motion by Hughes, 2<sup>nd</sup> by Adkins to approve Resolution # 2004-05, to place the Village Manager on the Village of Lake Isabella Bank Accounts.

Carried Unanimously

#### Motion to approve Resolution # 2004-06, Appointing of the Village Manager as a Code Enforcement Officer.

Motion by Adkins, 2<sup>nd</sup> by Griffin to approve Resolution # 2004-06, Appointing of the Village Manager as a Code Enforcement Officer.

Carried Unanimously

Motion to approve Resolution # 2004 –07, designating the Village Manager as the authorized coordinator for accepting Federal Surplus Property.

Motion by Torgerson, 2<sup>nd</sup> by Kiel to approve Resolution # 2004 –07, designating the Village Manager as the authorized coordinator for accepting Federal Surplus Property.

Carried Unanimously

Motion to approve Resolution #2004-08, Airport Project Authorization.

Motion by Kiel, 2<sup>nd</sup> by Griffin to approve Resolution #2004-08, Airport Project Authorization.

Carried Unanimously

Motion to approve Resolution #2004-09, Determination to make public improvements to the Local Portion of Queens Way; Approval of plans and estimate of cost to the Local Portion of Queens Way, Final determination of the Local Portion of Queens Way special assessment district.

Motion by Adkins, 2<sup>nd</sup> by Hughes to approve Resolution #2004-09, Determination to make public improvements to the Local Portion of Queens Way; Approval of plans and estimate of cost to the Local Portion of Queens Way, Final determination of the Local Portion of Queens Way special assessment district.

Carried Unanimously

Appointment to the Zoning Board of Appeals.

No appointment was made. The Council has asked for this item to be added to next month's agenda

Hunting in the Village limits.

See meeting packet for report. Kiel had many concerns of allowing hunting of any kind within the Village Limits as did a majority of the Council members. Wolff was asked to look into this matter.

Motion by Torgerson, 2<sup>nd</sup> by Kiel to table this issue until more information is gathered.

Carried Unanimously

Motion to delegate responsibility to Jackie Adkins, original signer, to give authorization to First Bank in Mount Pleasant for the release of new signature cards.

Motion by Kiel, 2<sup>nd</sup> by Torgerson to delegate responsibility to Jackie Adkins, original signer, to give authorization to First Bank in Mount Pleasant for the release of new signature cards.

Carried Unanimously

Motion to appoint, per the Village Council Rules and Regulations, the President: George Dunn; President Pro Temp: Dave Torgerson; Treasurer: Charles Kiel; Clerk: Jeff Grey; and Deputy Treasurer Arnold Griffin as the designated signer's of the Village of Lake Isabella's accounts at all financial institutions.

Motion by Grey, 2<sup>nd</sup> by Kiel to appoint, per the Village Council Rules and Regulations, the President: George Dunn; President Pro Temp: Dave Torgerson; Treasurer: Charles Kiel; Clerk: Jeff Grey; and Deputy Treasurer Arnold Griffin as the designated signer's of the Village of Lake Isabella's accounts at all financial institutions.

Carried Unanimously

### Public Comments

It was noted that the Village Council would be adding a Public Comment segment to the beginning of the agenda in addition to the one at the end of the agenda.

### Newly Elected Officials Weekend

Dunn, Grey, Torgerson, Griffin, and Kiel attended the MML Newly Elected Officials Weekend. All five members have stated that this was a very beneficial weekend as they gained a lot of knowledge in their role as Village Council member.

**Public Comments – Public Comments will be limited to 3 minutes per person and Council Members will not respond to comments or questions at this time.**

John Berry, 1234 Queens Way, stated that Lake Isabella does have a deer population problem.

Dave Ochander, 1106 Fairway Drive, responded to the Council regarding the Carp shoot. Ochander stated that this is not a regular event. He also stated that the Village could have an Ordinance banning hunting with wording that would allow the Village the power to grant limited hunting. Finally, Ochander stated that John Black would be a good choice for the Zoning Board of Appeals vacancy.

Mike Scherba, 1051 Lincoln, stated that he agreed with the majority of the Council that hunting within the Village is very unsafe. Scherba also had concerns over weight restrictions on Village roads. Additionally, Scherba stated that the Village should work with the District Health Department in obtaining a solution for some unbuildable lots. Finally, Scherba commented on the Village possibly letting go of Village owned lots but combing those lots into blocks instead of single lots.

Don Washburn, 1005 Putter, gave his compliments to Wolff. Washburn also gave a brief background on Village owned lots and stated he thought there may be a resolution with a time frame of keeping the Village owned lots. He felt that the Village should not look at Baseline at this time, as it is a road to nowhere. Finally, Washburn stated that we do have in the deed to the Lagoons however; there is a clause that allows the previous owner and his successors to hunt the Lagoons.

Skip Curtis, 1275 Circle, stated that the Village has lost a long time resident. Larry Loomis passed away on 2-17-04.

**Answers and Councils Replies to Public Comments:**

Grey asked Mike Scherba whom at the Health Department the Village needed to speak with. Scherba stated Mike Kowalski.

Adkins stated that the Health Department wanted to shift responsibility to the Village.

Grey stated he had a copy of all the minutes and he would go through them and look for any information referring to the selling of Village owned lots within a certain period.

**Announcements:**

- A. Street Committee Meeting: Next scheduled meeting is Tuesday, March 2, 2004 at 9:00 am.
- B. Planning Commission Meeting: Next Scheduled meeting is Tuesday, March 2, 2004 at 7:00 pm.
- C. Airport: Next Scheduled meeting is Thursday, May 20, 2004 at 6:00 pm.

**Adjournment**

The Meeting adjourned at 9:16 pm.