



# Village of Wolverine Lake [www.wolverinelake.com](http://www.wolverinelake.com)

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## VILLAGE OF WOLVERINE LAKE REGULAR COUNCIL MEETING WEDNESDAY, MARCH 14, 2018

### **1. CALL TO ORDER**

President Magee called the meeting to order at 7:00pm.

### **2. PLEDGE TO THE FLAG**

### **3. ROLL CALL**

Present: Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek

Absent: None

Others: Administrator Burd, Chief Ellsworth, Engineer Powell, Attorney Kimberlin,  
Treasurer Kondek and approximately 10 members of the public.

Magee stated regarding a follow up item from a previous meeting, the Village now has an illuminated buoy. Chief Ellsworth demonstrated the different levels of brightness and color. He stated he believes it will work well. It has been charged and it should last for a long time. Chief Ellsworth showed the color and brightness level he believes will be best.

### **4. RC 3/14/2018 20254 CORRESPONDENCE**

None

### **5. RC 3/14/2018 20255 ADDITIONS TO BUSINESS**

Magee stated he would like to add item 12. K. as Council Openings Procedure and item 12. A. 3. as Veterans Memorial.

**MOTION** by Duff, seconded by Nedrow, to approve the agenda, as amended.

All in favor.

Motion carried.

### **6. RC 3/14/2018 20256 1<sup>ST</sup> CALL TO THE PUBLIC – THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL ON AGENDA ITEMS.**

Magee opened the 1<sup>st</sup> Call to the Public.

No public comments.

Magee closed the 1<sup>st</sup> Call to the Public.

### **7. RC 3/14/2018 20257 APPROVAL OF CONSENT AGENDA**

Malek asked that that Water Management Board Minutes be removed.

**MOTION** by Duff, seconded by Dumont, to approve the Consent Agenda, with the removal of Water Management Board Minutes of 3-7-18, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek, Scott  
NAYS – None  
ABSENT – None  
Motion carried.

**8. RC 3/14/2018 20258 APPROVAL OF MINUTES – REGULAR MINUTES – FEBRUARY 14, 2018.**

**MOTION** by Duff, seconded by Dumont, to approve the Regular Meeting Minutes of February 14, 2018, as submitted.

**ROLL CALL VOTE**

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek, Scott  
NAYS – None  
ABSENT – None  
Motion carried.

**9. RC 3/14/2018 20259 RECEIVE AND FILE WRITTEN REPORTS.**

Water Management Board Minutes for 3-7-18.

Malek stated on the second page it states there was a Motion to recommend Council approve \$1,600 to attend the Michigan Lakes and Streams Annual Meeting but the application states a full conference for two days is \$195.00. He questioned this. Magee stated Council will discuss it when we get to that item on the agenda.

**MOTION** by Duff, seconded by Malek, to receive the Water Management Board Minutes for 3-7-18, as presented.

Police Report for 2-18  
Code Enforcement Report 2-18  
Building Report of 2-18  
Fire Report of 2-18  
Park and Recreation for 2-19-18

**MOTION** by Duff, seconded by Dumont, to receive and file written reports, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek, Scott  
NAYS – None  
ABSENT – None  
Motion carried.

**10. RC 3/14/2018 20260 APPROVE WARRANTS**

Approve Payables for the month of February in the amount of \$87,395.77

**MOTION** by Duff, seconded by Dumont, to approve Payables for the month of February in the amount of \$87,395.77, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek, Scott

NAYS – None

ABSENT – None

Motion carried.

**11. RC 3/14/2018 20261 PUBLIC HEARINGS**

Magee stated there is not one scheduled, however, Council had discussed setting one up for the Oak Island Neighborhood Park. He suggested Council schedule that for the April meeting. Scott asked the Administrator if we were ready for that. Administrator Burd stated yes.

**MOTION** by Scott, seconded by Duff, to schedule a Public Hearing on Oak Island Neighborhood Park for the April meeting, as presented.

All in favor.

Motion carried.

**12. A. 1. RC 3/14/2018 20262 RECOMMENDATIONS FROM THE PARK AND RECREATION BOARD – RECOMMENDATION TO COUNCIL TO RELEASE BUDGETED FUNDS (\$900) FOR THE BUNNY LUNCH.**

**12. A. 2. RC 3/14/2018 20263 RECOMMENDATIONS FROM THE PARK AND RECREATION BOARD – RECOMMENDATION TO COUNCIL TO RELEASE BUDGETED FUNDS (\$500) FOR THE ST. PATRICK’S PUB CRAWL.**

**MOTION** by Sienkiewicz, seconded by Duff, to release budgeted funds of \$900 for the Bunny Lunch from budgeted funds and \$500 for the St. Patrick’s Pub Crawl from budgeted funds, as presented.

**ROLL CALL VOTE**

AYES – Sienkiewicz, Magee, Dumont, Duff, Malek, Scott, Nedrow

NAYS – None

ABSENT – None

Motion carried.

**12. A. 3. RC 3/14/2018 20264 VETERANS MEMORIAL**

Sienkiewicz stated the Committee had a meeting and came up with a name for the memorial. They decided on Lakes Area Veterans Memorial and underneath it will state Village of

Wolverine Lake. It was a unanimous decision. He stated the Committee knows the general area where it is going to go. They would like to get some attention over there, so a Motion was made and supported unanimously to have the Administrator investigate purchasing a 30-foot flag pole with internal mechanisms so it cannot be tampered with. Also as a group decide where to put it and have a small plaque that says "Future Site Veterans Memorial." There was discussion about possessive use of Veterans. Magee stated it would be looked into.

**MOTION** by Sienkiewicz, seconded by Malek, to approve the recommendation to name the memorial the Lakes Area Veterans Memorial – Village of Wolverine Lake, as presented.

All in favor.

Motion carried.

**MOTION** by Sienkiewicz, seconded by Malek, to have the Village purchase and install a 30-foot flag pole with the Administrator to research the issue and come back to Council with a recommendation at the April meeting, as presented.

**ROLL CALL VOTE**

AYES – Magee, Dumont, Duff, Malek, Scott, Nedrow, Sienkiewicz

NAYS – None

ABSENT – None

Motion carried.

Sienkiewicz stated he is still planning on doing a raffle but he is having a hard time getting the 501c3 information from the Onwards and Upwards Committee. A Board member from the Onward and Upwards Committee, Linda Champagne, stated she would follow up with this.

**12. B. RC 3/14/2018 20265 DISCUSSION – ELECTRIC DROP AT CLARA MILLER PARK.**

Administrator Burd stated he was asked to get a quote. He talked to DPW Lead Andy Stone and felt more discussion needed to be done. They want to find out where the Parks and Recreation Board would like the drop board be located. A member of the Parks and Recreation Board stated they were hoping to have it in the pavilion itself. Stone stated he has an idea of what they are looking for. He stated if the Village must put in another line it would be quite costly. Duff stated he has some ideas and recommendations for this and would meet with Stone to discuss it.

**12. C. RC 3/14/2018 20266 UPDATE ON REVISED CLARA MILLER PARK MASTER PLAN.**

Magee suggested Council take this to a Work Session for review and discussion. He stated Council would have to agree to a different date as the usual date is the date of the Citizen Police Academy.

**MOTION** by Duff, seconded by Dumont, to schedule discussion of Clara Miller Park Master Plan as a Work Session for Thursday, March 29<sup>th</sup> at 7pm, as presented.

All in favor.  
Motion carried.

**12. D. RC 3/14/2018 20267 RECOMMENDATIONS FROM THE WATER MANAGEMENT BOARD – RECOMMENDATION TO COUNCIL TO APPROVE A BUDGET OF UP TO \$1,600 TO ATTEND THE MICHIGAN LAKES AND STREAMS ANNUAL CONFERENCE, APRIL 20-21, IN THOMPSONVILLE, MI.**

Malek apologized for having this item removed from Consent Agenda. He stated he did not realize it was an Agenda item for discussion.

Scott stated he has attended three of these in the past. Sienkiewicz stated it is great conference and would encourage Council members to attend as well. He stated he is interested in attending this year. Scott stated as for the cost, there is additional costs involved such as accommodations, meals and travel costs.

Magee stated it sounds like there are two Council members and one Water Board Member who are interested in attending.

**MOTION** Malek, seconded by Scott, to approve attendance of Water Board Member Duff and Council Members Duff and Sienkiewicz to the Michigan Lakes & Streams Annual Conference to be paid not to exceed \$750 from Water Management Board Training Funds and not to exceed \$1200 out of Council Training Funds and a budget amendment once expenses are known, as presented.

**ROLL CALL VOTE**

AYES – Dumont, Duff, Malek, Scott, Nedrow, Sienkiewicz, Magee

NAYS – None

ABSENT – None

Motion carried.

**12. E. RC 3/14/2018 20268 INTRODUCTION OF ORDINANCE 85-A10 – AN ORDINANCE TO AMEND CHAPTER 650, MINORS, OF PART SIX, GENERAL OFFENSES CODE, OF THE CODE OF ORDINANCES FOR THE VILLAGE OF WOLVERINE LAKE, BY REPEALING SECTION 650.01, PERSONS UNDER TWENTY-ONE – UNLAWFUL PURCHASE, CONSUMPTION OR POSSESSION, AND REPLACING IT WITH A NEW SECTION 650.01, PURCHASE, CONSUMPTION OR POSSESSION BY PERSON LESS THAN 21 YEARS OF AGE, IN ORDER TO BRING VILLAGE REGULATIONS IN COMPLIANCE WITH THE STATE LAW REGARDING PENALTIES, FINES AND SANCTIONS FOR OFFENSES INVOLVING UNDERAGED PERSONS.**

Attorney Kimberlin stated this is something the Village must do to comply with the State.

Chief Ellsworth stated this is good and supports it.

**MOTION** by Sienkiewicz, seconded by Duff, to introduce Ordinance 85-A10, as presented.

**ROLL CALL VOTE**

AYES – Duff, Malek, Scott, Nedrow, Sienkiewicz, Magee, Dumont

NAYS – None

ABSENT – None

Motion carried.

**12. F. 1. RC 3/14/2018 20269 RECOMMENDATIONS FROM ENGINEER POWELL – RECOMMENDATION TO PURCHASE 20 ADDITIONAL GRINDER PUMPS FROM COMMERCE TOWNSHIP.**

Engineer Powell stated the Village approved a connection SAD and the Village is down to about 6 grinder pumps left. Commerce Township recently purchased 2 truckloads of the same exact pumps the Village uses. They graciously have offered to sell half of one of those truck loads. The advantage is Commerce Township was able to purchase them for a year and a half ago prices. By buying them from Commerce Township, the Village is saving about \$200 per station. He stated it would be \$2980 per grinder pump and if we purchase 20 the total would be \$59,600.

**MOTION** by Dumont, seconded by Duff, to purchase 20 additional grinder pumps at a cost of \$59,600, as presented.

**ROLL CALL VOTE**

AYES – Malek, Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff

NAYS – None

ABSENT – None

Motion carried.

**12. F. 2. RC 3/14/2018 20270 RECOMMENDATIONS FROM ENGINEER POWELL – UPDATE ON 2018/2019 ROAD MAINTENANCE PLAN AND REVIEW OF 5 YEAR PLAN.**

Engineer Powell stated he came up with a plan to repair roads in the Village over the next five years. He stated he met with the DPW to get their input as well. He stated the Village did not go out for bids this year. He noted it is best to get quotes from contractors in the winter. He noted that the Village did two budget years on the roads last year. He stated Council can go out for bids and if they are not good the Village can wait and go out in the winter. He stated he is looking to Council to decide what roads should be done and try to get the best prices. He suggested going out for bids for two years again.

Malek suggested getting rid of the last couple dirt roads during this process.

Magee agreed it should be included in the budget process.

Powell stated he will put together some options for Council to review during the budget process and come up with a plan.

**12. G. 1. RC 3/14/2018 20271 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST TO SEND OFFICER SUTZKO TO CRIMINAL INTERVIEW & INTERROGATION SCHOOL FROM JUNE 5-7.**

Chief Ellsworth stated this is pretty straight forward and a good school.

**MOTION** by Sienkiewicz, seconded by Duff, to approve request to send Officer Sutzko to Criminal Interview & Interrogation School from June 5-7 at a cost of \$470 from budgeted funds, as presented.

**ROLL CALL VOTE**

AYES – Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek

NAYS – None

ABSENT – None

Motion carried.

**12. G. 2. RC 3/14/2018 20272 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST TO PURCHASE 13 DUTY BELT CASES.**

**MOTION** by Duff, seconded by Sienkiewicz, to approve request to purchase 13 Duty Belt Cases at a cost of \$499.50 from budgeted funds, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Malek, Scott

NAYS – None

ABSENT – None

Motion carried.

**12. G. 3. RC 3/14/2018 20273 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST TO ENROLL OFFICERS IN THE VIRTUAL ACADEMY FOR VARIOUS TRAINING OPPORTUNITIES.**

Police Chief Ellsworth stated he knew this was coming for the last few years. He stated this is an online training where officers can meet a lot of our required courses. He stated this would allow them to do the course on their own time or while on duty. He says this would save money in the big picture.

**MOTION** by Sienkiewicz, seconded by Nedrow, to approve request to enroll officers in the Virtual Academy for various training opportunities at a cost of \$483 from budgeted funds, as presented.

**ROLL CALL VOTE**

AYES – Sienkiewicz, Magee, Dumont, Duff, Malek, Scott, Nedrow

NAYS – None

ABSENT – None

Motion carried.

**12. H. 3. RC 3/14/2018 20274 2<sup>ND</sup> CALL TO THE PUBLIC – APPROXIMATELY 9:00PM OR AT THIS AGENDA ITEM (WHICHEVER COMES FIRST). THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL REGARDING ANY AND ALL VILLAGE BUSINESS.**

Magee opened the first Call to the Public.

Linda Champagne, 250 Oak Island, stated she is the Liaison for Commerce Township Parks and Recreation Board. She stated the bridge is going over M5 for the trail ways. She stated Scarlett's Park is moving ahead at Dodge Park. They are applying for a couple of grants and are moving along quickly; she expects they will get the grants. She stated she will approach Onwards and Upwards regarding the raffle and get back with Mr. Sienkiewicz. She stated she requested to be placed on the next Commerce Park and Recreation meeting to discuss doing the pathway between Glengary and all the way down for a walkway for the kids to get to school. She stated Parks and Recreation Commerce has a joint meeting coming up with their Council and she thinks that would be an appropriate time for some of our Council members to attend. She is not sure of the date but will confirm it with everyone. She stated regarding the roads, it is important to get some bids out because if the Village is going to be putting some paving in for the Oak Island Park, it might be a good time to get it all done at once.

Magee closed the 2<sup>nd</sup> Call to the Public.

**12. I. RC 3/14/2018 20275 2018 LOCAL ROAD IMPROVEMENT PILOT PROGRAM APPLICATION.**

Administrator Burd stated it is a difficult program for the Village because there is a very heavy economic development component involved with this grant. This must be a project for the purpose of encouraging and assisting businesses to locate and expand within the county. He stated the makeup of the Village is not such that it would be easy. He stated he talked with Powell regarding this and possibly using it for the walkway. Powell stated he is unsure if it would qualify. Magee stated it might as it would make a walkway to some of the businesses in the area. Burd suggested he and Powell look into this further.

**MOTION** by Duff, seconded by Nedrow, to apply for the 2018 Local Road Improvement Pilot Program Application if it turns out the Village has a good project for that, as presented.

All in favor.

Motion carried.

**12. J. RC 3/14/2018 20276 SET TOPIC FOR MARCH 28 WORK SESSION.**



Magee stated Council already set this and changed the date to March 29.

**12. K. RC 3/14/2018 20277 COUNCIL OPENINGS PROCEDURE.**

Magee suggested instead of discussing this in length, sending it to the Administrative Committee for review and discussion. He apologized as he felt he did not explain it in depth at the last opening.

**MOTION** by Malek, seconded by Duff, to send Council Openings Procedure to the Administrative Committee for review, as presented.

All in favor.

Motion carried.

**13. RC 3/14/2018 20278 PENDING BUSINESS**

None

**14. RC 3/14/2018 20279 UPDATE FROM CHIEF ELLSWORTH**

Chief Ellsworth stated it was a slow month. He stated they had their annual training. He stated they are looking forward to summer. The Tahoe is in getting outfitted and will be back in the next couple of weeks.

**15. RC 3/14/2018 20280 UPDATE FROM TREASURER KONDEK**

Treasurer Kondek stated the budget process has begun. He stated all of the information went out to all of the Boards. He stated the Village had the Bond Sale for the SAD. He stated on March 8<sup>th</sup> it sold to a bank in North Carolina. The rate will be 4.19%. He expects it to close on March 29 and start the process.

**16. RC 3/14/2018 20281 UPDATE FROM THE ADMINISTRATOR**

Administrator Burd stated the State of the Lakes is coming up on the 27<sup>th</sup> at Edgewood Country Club. He stated if anyone would like to go, please let him know so he can get people registered. He stated today is his 2-year anniversary as the Administrator for the Village. He stated the last 2 years have been a true joy.

**17. RC 3/14/2018 20282 COUNCIL COMMENTS**

Malek thanked Ms. Champagne for her very informative information. He stated the DPW does a fantastic job, but they are scraping into the lawns. He suggested the Village provide orange sticks to residents to mark their lawn. They are doing a great job, but they are over doing it. Police Chief Ellsworth stated there is supposed to be a shoulder along the road. He stated their blades are a certain width to accommodate the road and the shoulder. Malek stated they do a fantastic job but they are plowing too far into the lawns.

Duff stated he had no comment.

Dumont stated he had no comment.

Scott stated he attended the Lakes Area Youth Assistance meeting today and was reminded how important of a group they are. Malek stated he is on this Committee and he didn't know anything about it. Scott stated he will make sure he gets added to the email list.

Nedrow stated he had nothing to add.

Sienkiewicz stated the lake is filling up fast. He stated if residents have work to do on their seawall or dock they need to get it done quickly. He thought it wasn't a bad idea to supply residents with the orange sticks to mark their lawns.

Magee asked about the St. Patrick Day bus. Burd stated it is full. Magee wished everyone a Happy St. Patrick's Day.

**8. RC 3/14/2018 20283 ADJOURNMENT**

**MOTION** by Sienkiewicz, seconded by Nedrow, to adjourn the meeting at 8:42pm.

All in favor.

Motion carried.

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Nathan Burd, Village Administrator  
Recording Secretary Sheila Nicholas

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John Magee, Village President