

# BEAR LAKE LAKE BOARD

## ORGANIZATIONAL MEETING

Monday, May 9, 2016

10:00 a.m.

### MINUTES

---

**CALL TO ORDER:** 10:02 am

**PLEDGE OF ALLEGIANCE TO THE FLAG:**

**ROLL CALL:**

- **Present:** Terry Sabo, Brenda Moore, Kim Arter, late arrival Sam Janson
- **Absent:** None
- **Also:** Recording Secretary Veronica West, and one area citizen Darrell VanFossan

**ELECTION OF OFFICERS (Chairperson, Secretary, Treasurer):**

- **Chairperson:** Brenda Moore moved to nominate Laketon Township Supervisor Kim Arter to the position of Chairperson. Terry Sabo supported the motion. The motion carried by voice vote.
- **Secretary:** Terry Sabo moved to nominate Muskegon County Drain Commissioner Brenda Moore to the position of Secretary. Brenda Moore supported the motion. The motion carried by voice vote.
- **Treasurer:** Terry Sabo moved to nominate City of North Muskegon City Manager Sam Janson to the position of Treasurer. Brenda Moore supported the motion. The motion carried by voice vote.

**REPORTS:** None

**COMMUNICATION:**

- City of North Muskegon Resolution to Establish a Lake Board – signed copy to be entered into the record and attached to these minutes.
- Township of Laketon Resolution to Establish a Lake Board – signed copy to be entered into the record and attached to these minutes.

**PUBLIC COMMENT (On an Agenda Item):** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Item 2016-01** Appointment of Property Owner Representative to the Bear Lake Lake Board – Kim Arter noted that she has received emails from Bear Lake property owners in support of appointing Darrell VanFossan to this position as he is already serving as the President of the Bear Lake Association. Terry Sabo agreed with this choice and moved to appoint Darrell VanFossan to the position of Property Owner Representative on the Bear Lake Lake Board. Brenda Moore supported the motion. The motion passed by voice vote. Darrell VanFossan took his seat at the table with the other Board members to continue the meeting.

**Item 2016-02** Proposal to retain an Engineer to prepare feasibility reports – Discussion began with noting that per the statute (PA 451 of 1994 Part 309) retaining an engineer to prepare

a feasibility study is one of the first steps to organizing this Board. Brenda Moore commented that in the interest of being fiscally responsible, it is possible for this Board and its members to do a lot of the work on preparing an outline for whomever is retained as the engineer and then having them finish the feasibility report. She also noted she feels it is important to have someone with a biology background and to shop for the best fit with regard to cost and expertise. Darrell VanFossan has done some preliminary research and has a short list of firms that do this kind of work and the Bear Lake Association has received some quotes from a couple of firms. Brenda Moore added that she could come up with a few names as well.

Kim Arter moved to have Darrell VanFossan and Brenda Moore work together on gathering a list of potential firms and other information for the purpose of getting proposals for engineering services. Terry Sabo supported the motion. The motion passed by roll call vote.

Roll Call Vote:

Ayes: Terry Sabo, Darrell VanFossan, Brenda Moore and Kim Arter

Nays: None

Other discussion covered the need to come up with By-laws for this Board, to consider retaining an attorney that specializes in lake boards, RFP options, DNR and other grant opportunities, the potential for the Bear Lake Association to become a 501c(3) charitable organization for the purpose of raising funds, and the need to look at funding and the possibility of requesting loans from each municipality (Laketon Township and City of North Muskegon) to get started with the feasibility reports/retaining an engineer and then funds would be recouped via the special assessment. Also noted were the dates each municipality appointed their representative: Sam Janson was appointed by the City of North Muskegon on March 7<sup>th</sup>, 2016 and Kim Arter was appointed by Laketon Township on March 17<sup>th</sup>, 2016.

**CITIZENS COMMENTS:** None

**ADJOURN:** Sam Janson moved to adjourn the meeting. Kim Arter supported the motion. The motion carried by voice vote and the meeting adjourned at approximately 10:50 am.

Respectfully Submitted:

Veronica West  
Recording Secretary

Approved by the Bear Lake Lake Board on \_\_\_\_\_.

Signed:\_\_\_\_\_.