

MINUTES

Pentwater Township Board

Pentwater Community Hall

327 S. Hancock Street, Pentwater, MI 49449

Regular Meeting – August 8, 2018

Call to Order - Supervisor Smith called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Members Present - Ms. Johnson, Mr. Ruggles, Mr. Flynn and Mr. Smith.

Members Absent – Ms. Siska.

Others Present – Scott VanSingel, State Representative; Dean Gustafson, Oceana County Commissioner; Mr. Gerald Lentz, Hart resident; and, Ms. Siok, Village Recording Secretary.

Review & Action - Meeting Agenda – The agenda was unanimously approved as amended to reflect the delay of Zoning Administrator’s request to the September Meeting.

Review & Action -Minutes of Regular Meeting of July 11, 2018 – The Minutes of the Regular Meeting of July 11, 2018 were unanimously approved as submitted.

Review & Action -Minutes of Special Meeting of July 19, 2018 – The Minutes of the Special Meeting of July 19, 2018 were unanimously approved as submitted.

Public Comments on Agenda Items: Michigan House District 100 State Representative Scott VanSingel gave a Legislative and State Budget update.

Gerald Lentz commented on cemetery lots and fees.

Moved by Mr. Ruggles and seconded by Mr. Flynn to approve the purchase of cemetery lot at original amount of \$200.00 by Annette Monton. Roll call vote: Mr. Ruggles, yes; Mr. Flynn, yes; Ms. Johnson, yes and Mr. Smith, yes. Absent: Ms. Siska. Motion carried.

Supervisor’s Report – Mr. Smith’s report was received and placed on file.

Clerk’s Report - Ms. Johnson’s report was received and placed on file.

Treasurer’s Report - Ms. Siska’s report was received and placed on file.

Staff Reports

- a. **Zoning Administrator** – Mr. Edwards’s report was received and placed on file.
- b. **Assessor’s Report** – No Report.
- c. **Cemetery Sexton** – The report was received and placed on file.

d. Transfer Station Attendant – June’s report was received and placed on file.

Committee/Department Reports

a. Planning Commission – No report.

b. Fire Department – The report was received and placed on file.

c. Library Board – The report was received and placed on file.

d. Pentwater Lake Improvement Board (PLIB) – No report. The PLIB Public Hearing is scheduled for 7:00 p.m. on Monday, August 27, 2018.

e. Recreation Committee – The report was received and placed on file.

Review & Action: Payment of Bills

a. Township – *Moved by Mr. Ruggles and seconded by Mr. Smith to approve the Township bills in the amount of \$36,306.65 which represents prepaids of \$29,068.85 and To Be Paid in the amount of \$7,237.80 for the period July 12, 2018 – August 8, 2018 as submitted. Roll call vote: Ruggles, yes; Smith, yes; Flynn, yes; and Johnson, yes. Absent: Siska. Motion carried.*

b. Cemetery – *Moved by Mr. Smith and seconded by Mr. Flynn to approve the Cemetery bills in the amount of \$3,354.74 which represents prepaids of \$2,804.97 and To Be Paid of \$549.77 for the period July 12, 2018 – August 8, 2018 as submitted. Roll call vote: Smith, yes; Flynn, yes; Johnson, yes; and Ruggles, yes. Absent: Siska. Motion carried.*

c. Fire Department – *Moved by Mr. Flynn and seconded by Mr. Smith to approve the Fire Department bills in the amount of \$5,402.74 which represents prepaids of \$2,891.04 and To Be Paid of \$2,511.70 for the period July 12, 2018 – August 8, 2018 as submitted. Roll call vote: Flynn, yes; Smith, yes; Johnson, yes and Ruggles, yes. Absent: Siska. Motion carried.*

Old Business

a. Review & Action – *Amend Cemetery Ordinance Re Columbarium Emblems. Moved by Ms. Johnson and seconded by Mr. Ruggles to amend, effective immediately, Section VI: Markers and Memorials of Ordinance No. 14-1, Cemetery Ordinance as follows:*

Change title from “Section VI: Markers and Memorials” to “Section VI: Markers, Memorials and Columbarium Emblems.”

Add Section G. Up to Two (2) emblems per Columbarium Niche may be purchased through the Pentwater Township Cemetery. Emblems will be adhered by epoxy to the plaque and/or face of the niche by the Cemetery Sexton. Fee per emblem is subject to change pending increase in fees from the vendor.

Roll call vote: Johnson, yes; Ruggles, yes; Smith, yes; and Flynn, yes. Absent: Siska. Motion carried.

b. Review & Action – Amend Cemetery Fee Schedule to Reflect Columbarium Emblems.
Moved by Ms. Johnson and seconded by Mr. Flynn to amend the Pentwater Township Cemetery Fee Schedule effective immediately to include the following:

Columbarium Emblems - \$150.00 each (limit 2 per Niche)

*Roll call vote: Johnson, yes; Flynn, yes; Smith, yes; and Ruggles, yes. Absent: Siska.
Motion carried.*

New Business

a. Review & Action- Cemetery Budget Amendment
Moved by Mr. Smith seconded by Ms. Johnson to amend the 2018/2019 Cemetery Budget of \$135,147 as follows:

*Increase EXPENDITURE line item 276-704 Assistant – Grounds from \$1,200 to \$5,200.
Decrease EXPENDITURE line item 276-971 Contingency from \$14,229 to \$10, 229.*

*Roll call vote: Smith, yes; Johnson, yes; Ruggles, yes; and Flynn, yes. Absent: Siska.
Motion carried.*

Public Comments – Mr. Dean Gustafson, County Commissioner commented on the ongoing discussions regarding EMS services.

Other Items from Members - Mr. Smith announced that he is submitting his resignation as Pentwater Township Supervisor effective December 31, 2018.

Adjournment – *Moved by Mr. Ruggles and supported by Mr. Flynn to adjourn the meeting at 8:10 PM. Voice vote. Motion carried.*

Next Meeting: The next Regular Meeting will be held September 12, 2018 at 7:00 PM.

Respectfully submitted,

Sue Ann Johnson

Date

Minutes Prepared by Barbara Siok
Recording Secretary