

MINUTES

Pentwater Township Board

Regular Meeting of August 9, 2017

Members Present: Mr. Smith, Ms. Johnson, Mr. Flynn and Ms. Siska

Members Absent: Mr. Ruggles

Others Present: Keith Edwards, Zoning Administrator; Paula DeGregorio, Planning Commission Member; Terry Cluchey, Pentwater Fire Department Chief; and, Marilyn Cluchey, Pentwater Township resident.

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

Review & Action: Meeting Agenda – The agenda was unanimously approved as prepared.

Review & Action: Minutes of Regular Meeting of July 12, 2017 – The Minutes of the Meeting of July 12, 2017 were unanimously approved as submitted.

Public Comments on Agenda Items – None

Supervisor's Report – Mr. Smith stated that he attended the quarterly meeting of the Road Commission Director and Township Supervisors. The work on Lakeview Drive is progressing. They are now awaiting for Hallack Contracting to begin its portion of the project.

Mr. Smith received correspondence dated May 8, 2017 from Mr. Tim Murphy indicating that he would like to purchase lot 45 of Finchers Retreat in Pentwater Township. Property Number 001-200-041-00 is owned by Pentwater Township and encompasses Lots 41 – 45 of Finchers Retreat and is landlocked. Mr. Murphy will be attending the September 13, 2017 Regular Meeting to discuss this issue.

Clerk's Report – The Clerk's report was received and placed on file. She reminded the Board that there would be no Cemetery Open House during Homecoming. Also, the 911 House Number Order form has been placed on the County's website. Lastly, two staff members from Gabridge & Company were onsite on July 26 and 27th to do field work in preparation of the Township's audit for fiscal year ending March 31, 2017.

Treasurer's Report – Ms. Siska's report was received and placed on file.

Staff Reports

- a) **Zoning Administrator** – Mr. Edward’s report was received and placed on file. Six zoning permits were issued in July. Neither the Planning Commission nor the Zoning Board of Appeals met in July.
- b) **Assessor’s Report** – Ms. Johnson’s report was received and placed on file. The July Board of Review had 29 petitions that it studied.
- c) **Cemetery Sexton** – Mr. Bailey’s report was received and placed on file.
- d) **Transfer Station Attendant** – None

Committee/Department Reports

- a) **Planning Commission** – No meeting in July
- b) **Fire Department** – The monthly agendas and minutes were received and placed on file. A new employee was hired during the month. Also, the Fire Department Open House will be held on Saturday, August 12, 2017 at 1:00 p.m.
- c) **Library Board** – The agenda, minutes and financial information were received and placed on file.
- d) **Pentwater Lake Improvement Board (PLIB)** – None
- e) **Road Committee** – None

Review & Action: Payment of Bills

- a) **Township** - *Moved by Mr. Smith and seconded by Mr. Flynn to approve the Township bills in the amount of **\$41,984.50** which represents prepaids of \$32,230.30 and To Be Paid of \$9,754.20 for the period July 13 – August 9, 2017 as submitted.*

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

- b) **Cemetery** – *Moved by Mr. Flynn and seconded by Ms. Siska to approve the Cemetery bills in the amount of **\$6,669.60** which represents prepaids of \$3,265.11 and To Be Paid of \$3,404.49 for the period July 13 – August 9, 2017 as submitted.*

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

- c) **Fire Department** – *Moved by Mr. Flynn and seconded by Ms. Johnson to approve the Fire Department bills in the amount of **\$5,054.83** which represents prepaids of \$553.31 and To Be Paid of \$4,501.52 for the period July 13 – August 9, 2017 as submitted.*

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

Old Business: Review & Action – None

New Business: Review & Action – Mr. Smith stated that the proposed irrigation proposal for the Respite area has not been received. He anticipated that it will be received in time for the September 13, 2017 Regular Meeting.

Review & Action – Mr. Edward requested consideration of the proposed revisions to the Zoning Board of Appeals application form.

Moved by Mr. Smith and seconded by Mr. Flynn to approve the redesigned "Application for Zoning Board of Appeals" as prepared by the Township Zoning Administrator. Voice vote. Motion carried.

Public Comments – Ms. Paula DeGregorio stated that she was not able to locate information on her vacant property parcels on the Tax or Assessing programs on the Township's web site. Ms. Siska, Treasurer, indicated that she would research this.

Ms. Marilyn Cluchey asked why the fountain in the Cemetery Respite area was placed off to the side. When she was on the Cemetery Advisory Board, it was determined that the fountain would be in the center.

(Note: After the meeting, the Clerk reviewed the Request for Bids from August 2016 with Ms. Cluchey. The Site Layout Plan prepared by Progressive Engineering shows the fountain to be placed off to the side and that is where it was located.)

Mr. Terry Cluchey asked if something could be done about the swans and ducks on Longbridge. They are mean.

Other Items from Members - None

Adjournment – *Moved by Ms. Johnson and seconded by Ms. Siska to adjourn the meeting at 7:28 p.m. Voice vote. Motion carried.*

Next Meeting – The next Regular Meeting of the Pentwater Township Board of Trustees will be on Wednesday, September 13, 2017 at 7:00 p.m.

Respectfully submitted,

Sue Ann Johnson, Clerk

Date