

MINUTES

Pentwater Township Board

Regular Meeting of May 10, 2017

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

Members Absent: None

Others Present: Keith Edward, Zoning Administrator; Craig Mast, Oceana County Sheriff; Paula DeGregorio, Pentwater Township Planning Commission, Joe Primozich, Chairperson, Pentwater Lake Improvement Board; Carmelitta Tiffany, Oceana Herald-Journal correspondent; and Ron Beeber and Amy LaBarge, Pentwater Township residents.

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 amended to include Sheriff Mast under Supervisor’s Report and Lakeview Drive Improvements under Old Business.

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

Public Comments on Agenda Items - None

Supervisor’s Report – Sheriff Mast said that his department has been busy since he took office on January 1. During the prior couple of months, a great deal of staff time was spent by both the Mason and Oceana County Sheriff’s Departments searching for and ultimately locating a drowning victim. For the first time in 10 years, the Oceana County Sheriff’s Department will have a trained K-9 dog available beginning June 21st. The dog handler will be an existing Sheriff’s Department deputy.

Clerk’s Report – Ms. Johnson related that activity in the Cemetery is picking up. The first brick for the Scatter Garden has been purchased and will be taken for engraving soon.

Treasurer’s Report – Ms. Siska’s report was received and placed on file. She stated that taxpayers will be receiving their summer tax bills on or about July 1st.

Staff Reports

- a) **Zoning Administrator** –Mr. Edwards report was received and placed on file. The amendments to the Zoning Ordinance became effective on May 4.
- b) **Assessor’s Report** – Ms. Johnson’s report was received and placed on file. Work has begun on the 2018 assessment roll.

- c) **Cemetery Sexton** – Mr. Bailey, Cemetery Sexton, will be meeting with the Supervisor and Clerk tomorrow evening (May 11). They will review the duties and processes of the department and hopefully make communication more streamlined.
- d) **Transfer Station Attendant** – 262 people visited Transfer Station in April 2017. In April 2016 and April 2015, the number of visitors were 243 and 211, respectively.

Committee/Department Reports

- e) **Planning Commission** – Mr. Edwards related that work will review will continue on the Ordinance for other amendments to include Medicare Marijuana.
- a) **Cemetery Advisory Committee** – Although no meeting has been held, Ms. Johnson reported that the Columbarium Project is on the schedule for May 25 and 26.
- b) **Fire Department** – Monthly agendas and minutes were received. Mr. Ruggles related that 6 employees recently attended a training conference.
- c) **Library Board** – The May Director’s Report and April’s financial report were received and placed on file.
- d) **Pentwater Lake Improvement Board (PLIB)** – Mr. Primozich stated that he recently attended a Michigan Lakes and Stream Conference wherein a keynote speaker indicated that some lakes are improving faster than others. The main reason is that if “people on the lake care, the lake will improve”.

Mr. Primozich spoke at length about the Pentwater Lake and the past 150 years that “it has been under our watch”. In the 1970s, DEET was no longer being put in the lake. The lake is recovering but there are more invasive aquatic plants now than there were even 5 years ago.

- e) **Road Committee** – No meeting, no report.

Review & Action: Payment of Bills

- a) **Township** - *Moved by Mr. Ruggles and seconded by Ms. Siska to approve the Township bills in the amount of **\$27,411.58** which represents prepaids of \$24,056.26 and To Be Paid of \$3,355.32 for the period April 13 – May 10, 2017 as submitted.*

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

- b) **Cemetery** – *Moved by Mr. Ruggles and seconded by Ms. Johnson to approve the Cemetery bills in the amount of **\$7,335.49** which represents prepaids of \$5,563.52 and To Be Paid of \$1,771.97 for the period April 13 – May 10, 2017 as submitted.*

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

- c) **Fire Department** – *Moved by Mr. Ruggles and seconded by Ms. Siska to approve the Fire Department bills in the amount of \$12,582.64 which represents prepaids of \$1,426.95 and To Be Paid of \$11,145.69 for the period April 13 – May 10, 2017 as submitted.*

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

Old Business: Review & Action – Lakeview Drive Improvements – Mr. Smith related that the Oceana County Road Commission opened the bids for the Lakeview Drive Project on Monday, May 8, 2017. Three bids were received: Hallack Contracting, \$107,104.80; Asphalt Paving, Inc., \$110,923.50; and, Ken Adam's and Sons Excavating, \$115,545.00. Discussion ensued. Of the \$107,104.80, \$77,105.80 would come from the Township Road Fund and \$30,000.00 from the Township General Fund. In addition to the contractor's cost, it was estimated that the Oceana County Road Commission will be contributing \$34,000 in "pre-road work".

Moved by Mr. Smith and seconded by Ms. Siska to approve the recommendation of the Oceana County Road Commission to accept the bid from Hallack Contracting in the amount of \$107,104.80 for the Lakeview Drive Resurfacing & Cul-De-Sac project.

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

New Business: Review & Action – Discussion ensued regarding Resolution No. 17-15 – Disclaim Ownership of Real Property and Authorize the Direct Preparation, Execution, and Recording of Affidavit Regarding Same.

Mr. Smith related that Mr. Andrew Heykoop of Twin Lake, Michigan quit claimed three parcels of property in Pythian Addition to Pythian Park to the Township on February 8, 2017 and the Pentwater Township Board never accepted the conveyance of property nor has the Township ever taken possession or exercised control of the property.

Moved by Mr. Smith and seconded by Ms. Siska to adopt Resolution No. 17-15 to Disclaim Ownership of Real Property. Further, the Supervisor is authorized to execute and record the Affidavit disclaiming ownership of the property on behalf of the Township.

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

Review & Action – Transfer Station Free Days – Mr. Smith reminded the Board that, historically, residents can utilize the Transfer Station at no cost on two days per year on the first Saturday of June and October which would be June 3 and October 7, 2017.

Moved by Mr. Smith and seconded by Ms. Siska to establish the first Saturday in June and the first Saturday in October as "Free Days" at the Township Transfer Station in 2017. Voice vote. Motion carried.

The Clerk was instructed to publish the "free days" in the Oceana's Herald-Journal.

Review & Action – Mr. Smith explained that the amount of leaves and stumps disposed of at the Transfer Station is very, very large. He sought two proposals – Adam's Excavating and Hallack Contracting and recommended that the low bid be accepted.

Moved by Mr. Smith and seconded by Mr. Flynn to accept the proposal from Hallack Contracting, Hart, Michigan in the amount of \$4,000 for grinding leaves and brush at the Pentwater Transfer Station site. The mulch will be left on site.

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

Review & Action – Only one parcel of property in Pentwater Township was foreclosed upon by the Oceana County Treasurer on March 31, 2017. The Township has the first right of refusal to the property. It was the consensus of the group that the Township had no public use for the property. The parcel should remain on the tax rolls as it is a nice buildable lot.

Moved by Mr. Smith and seconded by Ms. Johnson to waive the Township's first right of refusal on Parcel 001-434-004-50 which was foreclosed on by the County of Oceana on March 31, 2017. Voice vote. Motion carried.

Public Comments – Mr. Primozich asked if the residents of Lakeview Drive would receive adequate notice of the timeline of the road construction project. Supervisor Smith assured him in the affirmative.

Mr. Beeber complimented Mr. Edwards, Zoning Administrator on his very helpful and professional manner. Coming into the office was a very enjoyable experience.

Other Items from Members - Ms. Johnson asked about the intent of the Cemetery Advisory Committee. By definition, an advisory committee is comprised of knowledgeable people in a related field to advise. It typically has no authority to take any action or act on behalf of the Township Board. She thought it might be more effective to have two township board members oversee the Cemetery. They would work closely with the Sexton.

Mr. Smith stated that this has been an issue under consideration for some time. He asked that the Board members think about it over the next month and be prepared to discuss at the June 14th Township Board Meeting.

Adjournment – *Moved by Ms. Siska and seconded by Mr. Ruggles to adjourn the meeting at 8:03 p.m. Voice vote. Motion carried.*

Next Meeting – The next Regular Meeting of the Pentwater Township Board of Trustees will be on Wednesday, June 14, 2017 at 7:00 p.m.

Respectfully submitted,

Sue Ann Johnson, Clerk

Date