

MINUTES

Pentwater Township Board

Pentwater Community Hall

327 S. Hancock Street, Pentwater, MI 49449

Regular Meeting – September 12, 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, Ms. Siska and Mr. Smith.

Members Absent – None.

Others Present –Village President, Mr. Hodges; Village Manager, Mr. Brown; Fire Chief, Mr. Smith; Oceana County Parks & Recreation Commission member, Mr. Lundberg; Zoning Administrator, Mr. Edwards and Recording Secretary, Ms. Siok.

Review & Action - Meeting Agenda – The agenda was unanimously approved as amended adding Mr. Lundberg regarding Cedar Point County Park - no parking ordinance, Village Manager Mr. Brown/ Community Tennis Park and Recreation Committee appointment.

Review & Action -Minutes of Regular Meeting of August 8, 2018 – The Minutes of the Regular Meeting of August 8, 2018 were unanimously approved as submitted.

Public Comments on Agenda Items – None.

Supervisor's Report – Mr. Smith's asked for acceptance of Letter of Resignation effective midnight, 12.31.2018. A classified ad will be placed looking for a Township Supervisor.

Moved by Mr. Ruggles and seconded by Mr. Flynn to accept letter of resignation of Charles F. Smith, effective, 12.31.18 at midnight with regret. Voice vote unanimously. Motion carried.

Mr. Lundberg from the Oceana Recreation Committee came with a proposal to prohibit overnight parking at Cedar Point County Park. The parking issue involves Golden Township and Pentwater Township each having road right away. Golden will go along with the proposal if Pentwater agrees. He is asking for support to further explore prohibiting overnight parking. Ms. Johnson asked if they have authority to create a parking ordinance. Mr. Lundberg said it starts with an ordinance then goes to the County Road Commission. *Moved by Mr. Smith and seconded by Ms. Siska, if we have the legal right, the Pentwater Township Board does not have a problem with the County Recreation Committee exploring the proposal of an ordinance prohibiting overnight parking at Cedar Point County Park.*

Village Manager Mr. Brown explained the previous proposal for the Pentwater Community North Park is now making a formal request contribution from the Pentwater Township. He said the Village has committed 42%, a \$221,000 contribution. Township contributions

of \$25,000, \$50,000 and \$70,000 were discussed requesting a project cost breakdown from Mr. Brown for a presentation at a special meeting. Mr. Smith suggests a special meeting be set, Wednesday, September 26, 2018 at 7:00 PM and per legal suggestion, if Township agrees financially, to do so with a simple contract with the Village.

Clerk's Report - Ms. Johnson's report including FOIA request information, cemetery storm damage assessment and November election equipment 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.

Review & Action – Increase Fees for Zoning Permits (Part 2 of 3 and Part 3 of 3) recommended and explained by Mr. Edwards.

Moved by Mr. Siska and seconded by Mr. Smith to increase the Fees for Zoning Permits to take effect on November 1, 2018 as presented.

Special Land Uses	\$400.00
Land Divisions	\$100.00 + \$25.00 /split
Site Plan Review	\$250.00 *
PUD	\$500.00 *
Rezoning	\$400.00 *
Special Meetings	\$500.00
Variances	\$400.00

* Increase escrow amount from \$500.00 to \$750.00

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

NOTE: On July 11, 2018, Phase I of Zoning Fee changes were adopted as follows:

Zoning Permit	\$40.00
After-the-Fact Zoning Permit	\$80.00
RVs, Boats, Signs and Temporary Use Permit	\$25.00

b. Assessor's Report – The report was received and placed on file.

c. Cemetery Sexton – The report was received and placed on file.

d. Transfer Station Attendant – The report was received and placed on file.

Committee/Department Reports

a. Planning Commission – See report from Zoning Administrator.

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

Review & Action – Approval of Pentwater Fire Department By-Laws

Moved by Ms. Siska and seconded by Mr. Flynn to approve the Pentwater Fire Department By-Laws as presented. Roll call vote: Ms. Siska, yes; Mr. Flynn, yes; Mr. Ruggles, yes; Ms. Johnson, yes and Mr. Smith, yes. Motion carried.

Review & Action – Extension of Intergovernmental Agreement for the Pentwater Fire Department

Moved by Ms. Siska and seconded by Mr. Ruggles to accept Extension of Intergovernmental Agreement between the Village and Township for the Pentwater Fire Department for the five-year period expiring December 23, 2018.

Ms. Johnson expressed a concern of being transparent about the Fire Department and if it is being done properly. She said that she was told by the auditor that the Fire Department has no fiduciary authority and the assets will fall into the audit. The auditor, Joe Verlin said later that he changed it and left the Fire Department as a component unit.

Mr. Smith said the board approves the election of the officers and said the attorney wrote the agreement and his comment was that we are unique with our Fire Department in Pentwater Community. Mr. Ruggles said that we have general oversight. Mr. Smith asked Ms. Johnson was proposing to rewrite the agreement. Ms. Johnson proposed that we get an opinion. Ms. Siska repeated the opinion was given that we are a unique situation. Mr. Ruggles said they have open meetings the first Wednesday of the month. Chief Smith said big purchases are brought before both boards for approval.

Roll call vote: Ms. Siska, yes; Mr. Ruggles, yes; Ms. Johnson, no; Mr. Flynn, yes and Mr. Smith, yes. Motion carried.

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

d. Pentwater Lake Improvement Board (PLIB) –Ms. Johnson stated the assessment was posted. The increase for the projected budget of \$70,00 will be reduced by using a portion of the surplus and historically the Village and Township pay 10% which will be about \$6,000 each. Lake front assessment will be \$126.72; back lot will go to \$63.36, and commercial lakefront will be \$126.72 for 2019 through 2023. Approval for the DASH project if successful will be evaluated and could be continued.

e. Recreation Committee – Appointment for Board representation.

Moved by Mr. Smith to appoint Rebecca Nicholson as the Pentwater Township at large representative to the newly organized Rec. Board. Seconded by Mr. Ruggles. Voice vote unanimously. Motion carried.

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 \$33,663.90 which represents prepaids of \$28,896.54 and To Be Paid in the amount of \$4,767.36 for the period August 9, 2018 – September 12, 2018 as submitted. Roll call vote: Mr. Ruggles, yes; Ms. Siska, yes, Ms. Johnson, yes Mr. Smith, yes; and Mr. Flynn, yes. Motion carried.*

b. Cemetery – *Moved by Ms. Johnson and seconded by Ms. Siska to approve the Cemetery bills in the amount of \$2,627.20 which represents prepaids of \$2,220.83 and To Be Paid of \$406.37 for the period August 9, 2018 – September 12, 2018 as submitted.*

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

c. Fire Department – Moved by Mr. Flynn and seconded by Mr. Smith to approve the Fire Department bills in the amount of **\$4,923.13** which represents prepaids of \$3,300.83 and To Be Paid of \$1,622.30 for the period August 9, 2018 – September 12, 2018 as submitted. Roll call vote: Mr. Flynn, yes; Mr. Smith, yes; Ms. Johnson, yes; Ms. Siska, yes and Mr. Ruggles, yes. Motion carried.

Old Business - Review of Cemetery Ordinance and Fee Schedule (documents were previously sent to Board members in August) will be on Special Meeting September 26.

New Business

a. Review & Action- Mr. Smith – Renewal of Contract with Summit Township for Recycling Services

Moved by Ms. Siska seconded by Mr. Ruggles to approve the contract with Summit Township in the amount of \$ 400.00 for recycling services for the period November 1, 2018 – March 31, 2019.

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

Public Comments – Village Manager Brown gave an update on Charter Spectrum fiber optic agreement with more information to be given to the Township for future phones.

Other Items from Members – Flynn asked about future plans of the Community Building.

Adjournment – Moved by Mr. Ruggles and supported by Mr. Flynn to adjourn the meeting at 8:52 PM. Voice vote. Motion carried.

Next Meeting -. A Special Meeting is scheduled for September 26, 2018 at 7:00 PM. The next Regular Meeting will be held October 10, 2018 at 7:00 PM

Respectfully submitted,

Sue Ann Johnson

Date

Minutes Prepared by Barbara Siok
Recording Secretary