

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 327 S. HANCOCK STREET, PENTWATER, MI 49449 Regular Meeting of Wednesday, March 11, 2020 And Public Hearing on Proposed 2020/2021 Budgets </p>	<p style="text-align: center;">DRAFT MINUTES</p>
<p>Supervisor Spitler called the meeting to order at 6:00 PM</p> <p>Members Present: Johnson, Siska, Flynn, Holub, Spitler.</p> <p>Members Absent: None.</p> <p>Staff Present: Lisa McKinney, Deputy Supervisor and Keith Edwards, Zoning Administrator.</p> <p>Others Present: Village President Jeff Hodges; Village Trustee Claudia Ressel-Hodan; Paul Smith, Fire Chief; Paula De Gregorio, Planning Commission Vice-Chair; Jean Russel, ZBA Chair; Dean Gustafson, County Commissioner; several residents; and, Barb Siok, Recording Secretary.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Siska seconded by Holub to accept the consent agenda as follows:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes of February 12 & February 25, 2020 • Correspondence, if any • YTD Financial Reports 04-01-2019 thru 02-29-2020 • Claims/Bills for the period February 13 – March 11, 2020 as follows: <ul style="list-style-type: none"> ○ Township - \$22,089.15 ○ Cemetery - \$1,580.51 ○ Fire - \$1,381.11 • Recreation Committee Report <p>Roll call vote: Siska, yes; Holub, yes; Johnson, yes; Flynn, yes; and Spitler, yes. Motion carried.</p>	<p>CONSENT AGENDA</p> <p>Review & Action</p>
<p>Supervisor Spitler presented the Regular Meeting Agenda and asked to move Item 19a. Vision Survey Presentation to the end of the agenda. Ms. Johnson state that the February Library Board Packet was also added.</p> <p>Moved by Siska seconded by Holub to accept the agenda as presented. Voice vote. All Ayes. Motion carried.</p>	<p>MEETING AGENDA</p> <p>Review & Action</p>
<p>None.</p>	<p>PUBLIC COMMENT ON AGENDA ITEMS</p>

<p>The Regular Meeting was adjourned by Supervisor Spitler at 6:03 PM</p>	<p>ADJOURN REGULAR MEETING</p>
<p>The Public Hearing on the Proposed 2020/2021 Budget was opened by Supervisor Spitler at 6:03 PM.</p>	<p>OPEN PUBLIC HEARING ON PROPOSED 2020/2021 BUDGET</p>
<p>Members Present: Flynn, Johnson, Holub, Siska, Spitler.</p> <p>Members Absent: None.</p> <p>Staff Present: Lisa McKinney, Deputy Supervisor and Keith Edwards, Zoning Administrator.</p> <p>Others Present: Village President Jeff Hodges; Village Trustee Claudia Ressel-Hodan; Paul Smith, Fire Chief; Paula De Gregorio, Planning Commission Vice-Chair; Jean Russel, ZBA Chair; Dean Gustafson, County Commissioner; several residents; and, Barb Siok, Recording Secretary.</p>	<p>ROLL CALL</p>
<p>Supervisor Spitler presented the 2020/2021 Budgets for the General Fund, Cemetery Fund and Fire Department in the amounts of \$454,027, \$107,577 and \$236,017.42, respectively. These were modified slightly from those presented at the Budget Workshop.</p>	<p>PRESENTATION OF TENTATIVELY APPROVED 2020/2021 BUDGETS FOR GENERAL FUND, CEMETERY AND FIRE DEPARTMENT</p>
<p>Ms. Johnson asked if the modified General Fund budget reflected potential moving and renovation costs for the new building. Mr. Spitler replied that it did not.</p>	<p>PUBLIC COMMENTS ON PROPOSED BUDGETS 2020-21</p>
<p>The Public Hearing on the Proposed 2020/2021 Budget was adjourned by Supervisor Spitler at 7:19 PM.</p>	<p>ADJOURN PUBLIC HEARING</p>
<p>The Regular Meeting of the Township Board reconvened at 7:20 PM and Supervisor Spitler called the Meeting to Order.</p>	<p>RECONVENE REGULAR MEETING & CALL TO ORDER</p>
<p>Members Present: Flynn, Johnson, Holub, Siska, Spitler.</p> <p>Members Absent: None.</p> <p>Staff Present: Lisa McKinney, Deputy Supervisor and Keith Edwards, Zoning Administer</p> <p>Others Present: Village President Jeff Hodges; Village Trustee Claudia Ressel-Hodan; Paul Smith, Fire Chief; Paula De Gregorio, Planning Commission Vice-Chair; Jean Russel, ZBA Chair; Dean</p>	<p>ROLL CALL</p>

<p>Gustafson, County Commissioner; several residents; and, Barb Siok, Recording Secretary.</p>	
<p>Spitler related that Ms. Dolores Drielts contacted him about donating property to the Township. The parcel includes lots 10, 11, 12, 22, 23 & 24 of Blk 11 as well as lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 13, 14, 15, 16, 17, 18, 19, 20, and 21 of Blk 11 of Pythian Addition to Pythian Park Subdivision</p> <p>Discussion ensued. The property is landlocked and swampy and not something the Township can utilize. He will contact Ms. Drielts and tell her the Township Board is not interested in the property.</p> <p>Spitler referred to proposed legislation that would phase out sales tax at the gas pumps. MTA recognizes the importance of the gas sales tax to fix Michigan roads and is working in opposition to the legislation.</p>	<p>SUPERVISOR’S REPORT</p>
<p>Ms. Johnson said that she had no written report as the Deputy Clerk and she have been very busy with the Presidential Primary election. The process went well. Mr. Flynn congratulated the team. Ms. Johnson thanked the Village Manager and Supervisor Spitler for helping to set up the room for the election.</p>	<p>CLERK’S REPORT</p>
<p>The Treasurer’s report was received and placed on file.</p>	<p>TREASURER’S REPORT</p>
<p>The Zoning Administrator’s Report was received and placed on file.</p> <p>The Assessor’s Report was received and placed on file.</p> <p>No reports were forthcoming from the Cemetery Sexton nor the Transfer Station Attendant as the Cemetery and Transfer Station are not yet opened for the season.</p>	<p>STAFF REPORTS – Zoning, Assessor, Cemetery Sexton, and Transfer Station</p>
<p>The Fire Department Report was received and placed on file.</p> <p>Fire Chief Smith said that on Wednesday March 18th at 7:00 p.m. Pere Marquette Township Fire Department will be bringing down a ladder truck for Pentwater FD to practice on. It will be set up by the three tallest buildings in town (Pentwater Place, former Gustafson’s building, and at the condos). On April 15 at 7:00 p.m. they will be testing an aerial platform truck. The public is welcome.</p> <p>He related that the average age of fire fighters is over 50 and equipment is needed that will allow easier and safer access to tall structure fires. He also mentioned that zoning requests for high structures had been denied.</p>	<p>COMMISSION/COMMITTEE REPORTS – Planning, Fire Department, Library, Assessors and Rec Committee</p>

<p>Ms. Johnson asked about the denial of zoning requests. Mr. Edwards clarified that if a request meets the criteria in the current Zoning Ordinance, he must approve the application. However, he can caution the property owner. Also, the zoning ordinance could be amended.</p> <p>Mr. Edwards added that the Township Planning Commission is working with the Village Planning Commission on a joint Master Plan.</p> <p>The Library Report for the months of January and February were received and placed on file.</p> <p>Assessor’s report was received and placed on file.</p>	
<p>Discussion ensued regarding the Transfer Station and ways to reduce costs and abuse. As a request for bids for containers has been sought, Spitler recommended that the Transfer Station open in May rather than April. He further recommended that it be open two days per week rather than three. Also, per the Board’s authorization of February 25, 2020, he hired Bob Miller as the Transfer Station Operator.</p> <p>Discussion ensued about commercial users. Many have not paid their annual permit fee even after being reminded.</p> <p>Holub said that the Oceana County Transfer Station is open three days per week with two of those days being Thursday and Saturday. He suggested that the Township Transfer Station operate on Thursdays and Saturday as well. That way if one brings construction materials to the Township site, they can be directed to the County Transfer Station on M-20.</p> <p>Holub further recommended that a \$3.00 per person per visit recycling fee be adopted as well.</p> <p>Moved by Holub and seconded by Siska to establish the Transfer Station’s days/hours of operation as Thursday and Saturday from 9:00 a.m. – 5:00 p.m. beginning the first Thursday in May and ending the last Saturday in October. In addition, a \$3.00 per person per visit recycling fee will be included and commercial users will be prohibited.</p> <p>Roll call: Holub, yes; Siska, yes; Johnson, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p>UNFINISHED BUSINESS Review & Action Transfer Station Hours of Operation, Starting Date, Status of RFP, Site Attendant and Commercial Accounts</p>
<p>Spitler opened the discussion of the Friendship Center and the</p>	<p>UNFINISHED BUSINESS</p>

<p>Township’s support of its operation as well as budget constraints.</p> <p>Holub said that if the Township monetarily contributes to the Friendship Center, some type of governmental agreement is needed.</p> <p>Village President Hodges said they [the Council] have discussed a [township] millage. Ms. Johnson interjected that she is in favor of the Township Board supporting the Friendship Center in some manner; however, the Township Board needs to discuss it.</p> <p>Ms. Siska asked about Township residents renting the Friendship Center. Ms. Ressel-Hodan said that the results of the Vision Team Survey reflected the desire of the township and village working together. Since the township and village will no longer be sharing office space, it was thought that we [village] should ask the Township for its support of the “Community House” Project (Friendship Center).</p> <p>Mr. Spitler pointed out that this request is simply badly timed. The Township recently purchased a building for \$350,000 and we do not know what the moving and remodeling costs will be. Also, we have no idea what expenses will be incurred for the current Community Hall.</p> <p>Moved by Holub seconded by Siska to allocate \$10,000 from the 2020-2021 Budget towards the operations of the Community House (Friendship Center) upon completion of the building and pending an intergovernmental agreement. Roll call vote: Holub, yes; Siska, yes; Johnson, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p>Review & Action Friendship Center</p>
<p>Moved by Johnson and seconded by Siska to authorize Supervisor Spitler to make necessary budget amendments for this fiscal year (2019/2020) to be post-approved at the April Meeting. Roll call: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p>UNFINISHED BUSINESS Review & Action Year-End Budget Amendments</p>
<p>Moved by Johnson and seconded by Holub to approve Resolution #2020-02 to Assert Township Board Right to Approve or Reject Township Master Plan. Roll call vote: Johnson, yes; Holub, yes; Siska, yes; Flynn; Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-02 to Assert Township Board Right to Approve or Reject Township Master Plan</p>

<p>Moved by Johnson and seconded by Siska to approve Resolution No. 2020-03 adopting FY 2020-2021 General Fund, Cemetery Fund and Fire Department Budgets. Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-03 Adoption of FY 2020-2021 General Fund, Cemetery Fund and Fire Department Budgets</p>
<p>Moved by Siska and seconded by Flynn to approve Resolution No. 2020-04 adoption of Annual Salary/Wage Schedule. Roll call vote: Siska, yes; Flynn, yes; Johnson, yes; Holub, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-04 Adoption of Annual Salary/Wage Schedule</p>
<p>Moved by Holub and seconded by Siska to approve Resolution No. 2020-05 establishing Township Board Meeting Dates/Times at 6:00 PM on the second Wednesday of the month for FY 2020/2021. Roll call vote: Holub, yes; Siska, yes; Johnson, yes; Flynn, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-05 Township Board Meeting Dates</p>
<p>Moved by Flynn and seconded by Siska to approve Resolution No. 2020-06 designating bank depositories for Pentwater Township Funds for FY 2020/2021. Roll call vote: Flynn, yes; Siska, yes; Johnson, yes; Holub, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-06 Pentwater Township Depositories</p>
<p>Moved by Holub and seconded by Flynn to approve Resolution No. 2020-07 regarding authorization to buy and sell property during FY 2020/2021. Roll call vote: Holub, yes; Flynn, yes; Johnson, yes; Siska, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-07 Authorization to Buy and Sell</p>
<p>Moved by Spitler and seconded by Flynn to approve Resolution No. 2020-08 authorizing the Township Treasurer to deposit budgeted 2020/2021 Funds in specific bank accounts as amended. Roll call vote: Spitler, yes; Flynn, yes; Johnson, yes; Siska, yes and Holub, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Resolution #2020-08 Authorization for Treasurer to Deposit Budgeted Funds to the Road Fund and Community Recreation Fund</p>
<p>Moved by Johnson and seconded by Siska to approve Resolution No. 2020-09 adopting the FY 2020/2021 Wage and Salary Schedule for Non-Elected Personnel as corrected to include the Road Committee. Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Wages & Salaries for Non-Elected Personnel #2020-09</p>

<p>Moved by Johnson and seconded by Siska to make the following Township Board Committee appointments:</p> <ul style="list-style-type: none"> • Jan Siska, Treasurer – Township Planning Commission • Mike Flynn, Trustee – Township Zoning Board of Appeals • Dean Holub – Road Committee • Lisa McKinney, Deputy Supervisor – Pentwater Lake Improvement <p>Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes and Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Township Board Committee Appointments for 2020-2021</p>
<p>Moved by Siska and seconded by Flynn to make the following Township Staff appointments:</p> <ul style="list-style-type: none"> • Keith Edwards, Zoning Administrator & Ordinance Enforcement Officer • Robert Miller, Township Transfer Site Attendant • Rob Lynn, Cemetery Sexton helper • Ramon Martinez, Transfer Site helper • Chris Bailey, Cemetery Sexton • Barbie Eaton, Township Assessor <p>Roll call vote: Siska, yes; Flynn, yes; Johnson, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Township Staff Appointments for 2020-2021</p>
<p>Moved by Siska and seconded by Holub to appoint Mika Meyers Beckett and Jones Law firm as the Township Attorneys.</p> <p>Roll call vote: Siska, yes; Holub, yes; Johnson, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p>NEW BUSINESS Review & Action Township Attorney Appointment for 2020- 2021</p>
<p>Moved by Johnson and seconded by Siska to approve the Annual Holiday Schedule as follows:</p> <ul style="list-style-type: none"> • Memorial Day • Independence Day • Labor Day • Veterans’ Day • Thanksgiving Day • Day After Thanksgiving • Christmas Eve Day • Christmas Day • New Year’s Eve Day • New Year’s Day • Martin Luther King Jr. Day • President’s Day 	<p>NEW BUSINESS Review & Action Annual Holiday Schedule April 1, 2020 – March 31, 2021</p>

<p>When a holiday falls on a Saturday, the previous Friday will be observed as the holiday. When a holiday falls on a Sunday, the following Monday will be observed as the holiday.</p> <p>Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes and Spitler, yes. Motion carried.</p>	
<p>Claudia Ressel-Hodan referred to the 2020 Census. She explained that if one receives the census card at their “winter address”, they should not use the code that is listed. Rather, click on the “I Don’t Have a Code” and type in the Pentwater address. Go to the website www.my2020census.gov</p>	<p>PUBLIC COMMENTS</p>
<p>Zoning Administrator Edwards presented a Power Point Presentation regarding survey responses to the Vision Team’s work and Vision Survey.</p>	<p>PRESENTATION VISION TEAM SURVEY</p>
<p><u>Paula DeGregorio</u> commented on the Planning Commission’s proposed budget. Spitler replied that it includes legal fees. She also referred to the Friendship Center Garden. The sill is at ground level. She has mentioned this to the DPW annually.</p> <p><u>Jean Russell</u> asked about the percentage of voters. It was about 40% with a significant number of Absentee Ballots for a Presidential Election. Ms. Johnson said that she has begun a Permanent Absentee Ballot Application list. If one gets on this list, he/she will automatically be sent an Absentee Ballot Application for each election.</p> <p><u>Dean Gustafson</u> expressed appreciation to the Township Board for all its work and to Mr. Spitler for his presentation to the Pentwater Service Club. He also commended Keith Edwards for his work with the Vision Committee. Further, he voiced his concern with the collective amount of millage (county and local) being asked of the residents.</p> <p><u>Mike Flynn</u> expressed concerns with the need for the Township and Village officials to meet to discuss the options with respect to the current building. He said we need to sit down at this table and discuss it.</p> <p><u>Dean Holub</u> asked Lisa McKinney to send an email reminder about the upcoming pre-bid meeting scheduled for Monday at 10:00 a.m. at the Transfer Station. He added that the proposed Township road projects need to be sent to the Oceana County Road</p>	<p>OTHER ITEMS from BOARD MEMBERS</p>

Commission soon. Mr. Spitler said that it will be discussed at April's Township Board Meeting.	
Moved by Siska and seconded by Holub adjourn meeting at 7:56 PM. Motion carried by unanimous consent.	ADJOURNMENT
<p>_____</p> <p>Sue Ann Johnson, Township Clerk</p>	<p>Minutes Transcribed by Barbara Siok, Recording Secretary</p> <p>_____</p> <p>Date</p>