

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 In-Person Regular Meeting of Wednesday, November 10, 2021 Zoom Available for Audience </p>	<p style="text-align: center;">APPROVED MINUTES</p>
<p>Supervisor Cavazos called the meeting to order at 6:01 PM</p> <p>Members Present: Cavazos, Johnson, Douglas, Holub and Flynn</p> <p>Members Absent: None</p> <p>Staff Present: Maureen Murphy, Deputy Clerk</p> <p>Others Present in Person: Jean Russell, Glenn Beavis, Amy LaBarge, Rob Young, and Linda Flositz, Pentwater Township residents; and Ron Christians, County Commissioner.</p> <p>Others Present via Zoom: David Spitler, County Road Commissioner.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Douglas seconded by Holub to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes of October 13, 2021 • YTD Financial Reports 04/01/2021 thru 10/31/2021 • Claims/Bills for the period October 13 – November 10 as follows: <ul style="list-style-type: none"> ○ Township - \$48,276.14 ○ Cemetery - \$5,832.02 ○ Fire - \$27,195.28 ○ Road - \$72,325.03 <p>Roll call vote: Douglas, yes; Holub, yes; Flynn, yes; Johnson, yes; and, Cavazos, yes. Motion carried.</p>	<p>CONSENT AGENDA</p> <p>Review & Action</p>
<p>Moved by Flynn seconded by Johnson to accept the agenda as presented. Voice vote. Motion carried.</p>	<p>MEETING AGENDA</p> <p>Review & Action</p>
<p>None</p>	<p>PUBLIC COMMENT ON AGENDA ITEMS</p>

<p>Ms. Cavazos related that DTE conducted a free energy audit of 500 N. Hancock building. They installed faucet aerators, a new efficient shower head, and wrapped the hot water pipes.</p> <p>“For Sale” signs have been installed on and near the 327 N. Hancock Building. All proposals received will be reviewed by Trustee Holub and herself.</p>	<p>SUPERVISOR’S REPORT</p>
<p>Ms. Johnson related that the multi-functional office machine that was ordered in early summer will be arriving on Wednesday, November 24th. It will replace the machine that is currently in use.</p>	<p>CLERK’S REPORT</p>
<p>Ms. Douglas distributed the monthly Treasurers’ report for the period ending October 31, 2021.</p>	<p>TREASURER’S REPORT</p>
<p>The Library, Fire Department and Recreation Reports were received and placed on file.</p>	<p>OTHER DEPARTMENTAL REPORTS Library, Recreation and Fire Department</p>
<p>The Zoning, Assessing, Cemetery and Transfer Station Reports were received and placed on file.</p>	<p>STAFF REPORTS – Zoning, Assessing, Cemetery, Transfer Station</p>
<p>Ms. Cavazos reported that John Wilson applied for appointment to the Recreation Committee jointly formed by the Village and the Township.</p> <p>Mr. Holub noted that Mr. Wilson lives in the Village of Pentwater and asked if one who lives in the Township should be appointed. Discussion ensued. It was noted that membership on Boards and Commissions are often dictated by statute. That is not typically the case with committees who report their findings to a board/commission for action.</p> <p>Moved by Douglas and seconded by Flynn to appoint John Wilson, 618 5th Street, Pentwater, Michigan to the Recreation Committee. Voice vote. Motion carried.</p>	<p>UNFINISHED BUSINESS</p> <p>Appointment to Recreation Committee</p>
<p>Supervisor Cavazos reported that the Township’s annual property and liability insurance renews on December 1st. She reviewed proposals from the Ted Hartleb Agency (our current carrier) and from BHS Insurance. The BHS Insurance quote was in the amount of \$7,068 and</p>	<p>NEW BUSINESS</p> <p>Annual Property & Liability Proposal</p>

APPROVED

<p>the Ted Hartleb Agency quote was \$8,939 and includes an Umbrella Policy. Both quotes include Cyber Security Coverage.</p> <p>Discussion ensued. Mr. Holub said that in April 2014 the Township had BHS as its carrier. There was a severe storm with over \$12,000 in damage at the Cemetery and, at that time, BHS did not cover it.</p> <p>Ms. Johnson added that another severe storm occurred in August 2018. Most of the costs were covered by EMC Insurance through the Ted Hartleb Agency.</p> <p><i>(Note. Clerk reviewed file after meeting. August 2018 storm included tree damage of over \$25,000 and retaining wall damage of \$7,000.)</i></p> <p>Ms. Cavazos said she was confident that if an incident occurred at the Cemetery, BHS would cover the damages.</p> <p>Moved by Cavazos to accept the Property and Liability Insurance Proposal effective December 1, 2021 in the amount of \$7,068 from BHS Insurance. <i>Motion died for lack of support.</i></p> <p>Moved by Holub and seconded by Johnson to accept the Property and Liability Insurance Proposal effective December 1, 2021 in the amount of \$8,939 from the Ted Hartleb Agency and to authorize the Pentwater Township Supervisor to sign the necessary documents.</p> <p>Roll call vote: Holub, yes; Johnson, yes; Douglas, yes; Flynn, yes; and, Cavazos, no. Motion carried.</p>	
<p>Ms. Cavazos reviewed several building repair and maintenance bids that she received for 500 N. Hancock Street.</p> <p>Moved by Holub and seconded by Flynn to authorize the Supervisor to move forward with the following building repair/maintenance projects:</p> <ol style="list-style-type: none"> 1. Gutter and Downspout Installation from Michigan Gutter Guys, Ludington in the amount of \$1,862 2. Power washing roof, soffit, gutters and siding from High Performance Service, Ludington in the amount of \$795 3. Bollard Sleeves from ULINE - \$188 plus shipping and handling 4. Heat Tape for roof and repairs to lower-level exterior door will be completed by someone local. Cost is minimal. <p>Roll call vote: Holub, yes; Flynn, yes; Douglas, yes; Johnson, yes;</p>	<p>NEW BUSINESS</p> <p>Building Repair/Maintenance Bids</p>

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<p>and, Cavazos, yes. Motion carried.</p>	
<p>Moved by Douglas and seconded by Cavazos to establish the pay rate of \$16.14 per hour for the Deputy Clerk “In-Training” with total hours not to exceed 120 during the period November 15 – December 31.</p> <p>Roll call vote: Douglas, yes; Cavazos, yes; Holub, yes; Flynn, yes; and, Johnson, yes. Motion carried.</p>	<p>NEW BUSINESS</p> <p>Pay Rate for Deputy Clerk in Training</p>
<p>Amy LaBarge, Pentwater asked why it mattered if the Recreation Committee appointee was from the Village or the Township because a village resident is also a township resident.</p> <p>Mr. Holub explained that he only raised the question because it is a Village and Township Recreation Committee with a Village Council person and Township Trustee on the committee. He just wanted to be sure the portion of the township outside of the village is represented.</p> <p>Ron Christians, Pentwater related that the Oceana County Board recently appropriated an additional \$20,000 to the operation of the Oceana County Transfer Station/Recycling Center. An increase on user fees will be considered.</p> <p>Dean Gustafson, Pentwater expressed his concerns about Long Bridge Road as it appears the north side is settling.</p> <p>Glenn Beavis, Pentwater said that he is looking forward to working with the Township in the capacity of Deputy Clerk.</p>	<p>PUBLIC COMMENTS</p>
<p>Mr. Holub related that the Township Road Committee has accomplished four projects this year – Lake Breeze Drive, Ridge Road, Hammett Road, and Lakeview Drive.</p>	<p>OTHER ITEMS from BOARD MEMBERS</p>
<p>Supervisor Cavazos adjourned the meeting 7:07 p.m.</p>	<p>ADJOURNMENT</p>
<p>_____</p> <p>Sue Ann Johnson, Township Clerk</p>	<p>_____</p> <p>Date</p>