

<p style="text-align: center;">PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449</p> <p style="text-align: center;">In-Person Regular Meeting of Wednesday, December 8, 2021</p> <p style="text-align: center;">Zoom Available for Audience</p>	<p>APPROVED MINUTES</p>
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p>Members Present: Holub, Flynn, Johnson, Douglas and Cavazos</p> <p>Members Absent: None</p> <p>Staff Present: Maureen Murphy and Glenn Beavis</p> <p>Others Present in Person: Jean Russell, Claudia Ressel-Hodan, Jonathan Hughart, PFD; Terry Cluchey, PFD; Carol Feltes, Ross Feltes, Dean Gustafson, prior County Commissioner; and Rob Young.</p> <p>Others Present via Zoom: David Spitler, County Road Commissioner; Chris Conroy and Cathy Crumb.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Douglas and seconded by Flynn to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes of November 10, 2021 • YTD Financial Reports 04/01/2021 thru 11/30/2021 • Claims/Bills for the period November 11 – December 8 as follows: <ul style="list-style-type: none"> ○ Township - \$34,703.94 ○ Cemetery - \$3,506.45 ○ Fire - \$16,685.95 ○ Road - \$2,900.00 <p>Roll call vote: Douglas, yes; Flynn, yes; Holub, yes; Johnson, yes; and, Cavazos, yes. Motion carried.</p>	<p>CONSENT AGENDA</p> <p>Review & Action</p>
<p>Moved by Johnson seconded by Holub to accept the agenda as presented. Voice vote. Motion carried.</p>	<p>MEETING AGENDA</p> <p>Review & Action</p>

Approved

<p>Ms. Conroy expressed her gratitude to Sue Johnson for her years as Township Clerk.</p> <p>Mr. Spitler thanked her for all her work and effort when COVID began. Implementing Zoom meetings for the Board and public to continue to attend meetings was not an effortless process. He also thanked her for all her help during his two-year tenure as Supervisor.</p>	<p>PUBLIC COMMENT ON AGENDA ITEMS</p>
<p>Ms. Cavazos related the following:</p> <ul style="list-style-type: none"> • The building has been power washed; gutters will be installed; bollards have been received. In the spring, landscaping and parking lot improvements will begin • New green road signs have been ordered for Monroe/Longbridge Road. The Road Commission has also repaired the north side of Longbridge Road • The Pentwater Fire Department has 13 carbon dioxide detectors and 3 smoke alarms that they are giving away “first come, first serve” • Additional lights were installed in the parking lot as several people expressed concerns about it being too dark. However, she now had a complaint from a constituent that it is too bright • A “Thank You” card was received from Karen Smith, wife of late Fire Chief Paul Smith for the plant that was purchased by the Treasurer • There is an opening on the Zoning Board of Appeals. Also, there is a need for an alternate on the Board of Review • Although no decision has been made regarding mask mandates, COVID cases are on the rise, “we should all be a little more careful about wearing masks” especially when members from the public come in and meet with officials. 	<p>SUPERVISOR’S REPORT</p>
<p>Ms. Johnson related that Pentwater Schools reimbursed the Township \$2,667.47 for costs incurred during the November Special Election. She also said that training with the Ms. Murphy and Mr. Beavis has been progressing well. They will be a good team for the Township.</p>	<p>CLERK’S REPORT</p>

Approved

Ms. Douglas distributed the monthly Treasurers' report for the period ending November 30, 2021	TREASURER'S REPORT
The Library and Fire Department Reports were received and placed on file. There was no Recreation Report.	OTHER DEPARTMENTAL REPORTS Library, Recreation and Fire Department
The Zoning, Assessing, and Cemetery Reports were received and placed on file. There was no Transfer Station Report.	STAFF REPORTS – Zoning, Assessing, Cemetery, Transfer Station
Ms. Cavazos requested that she move forward now to obtain bids for a Generator for the Township Hall. Moved by Johnson and seconded by Holub to authorize the Supervisor to obtain quotes for a generate to be used at the Township Offices located at 500 N. Hancock Street, Pentwater, Michigan, Roll call vote: Johnson, yes; Holub, yes; Douglas, yes; Cavazos, yes; and, Flynn, yes. Motion carried. Ms. Cavazos said that preliminarily a generator would cost \$5,000 - \$8,000.	UNFINISHED BUSINESS Request to Obtain Bids for Generator
Moved by Douglas and seconded by Flynn to approve the following Slate of Officers for the Pentwater Fire Department effective immediately as recommended by the Pentwater Fire Department at its meeting of December 1, 2021: <ul style="list-style-type: none"> • Fire Chief – Jonathan Hughart • Assistant Chief – Terry Cluchey • Captain – Jesse Bowman • 1st Lieutenant – Mark Haynor • 2nd Lieutenant – Mike Barefoot • Treasurer – Terry Cluchey • MFR Coordinator – Jonathan Hughart Voice vote: Motion carried.	NEW BUSINESS Pentwater Fire Department Slate of Officers
Moved by Holub and seconded by Douglas to appoint Maureen	NEW BUSINESS

Approved

<p>Murphy as the Pentwater Township Clerk effective January 1, 2022 due to the retirement of Ms. Sue Ann Johnson.</p> <p>Roll call vote: Holub, yes; Douglas, yes; Flynn, yes; Johnson, yes; and, Cavazos, yes. Motion carried.</p>	<p>Appointment of Township Clerk</p>
<p>Moved by Holub and seconded by Flynn to accept the bid from Ryan's Lawn Care for snowplowing, shoveling and salting in 2022 as follows:</p> <ul style="list-style-type: none"> • Snowplowing - \$42.00 per occurrence (whenever 2 or more inches of snow has accumulated) • Shoveling - \$30.00 per occurrence • Salting - \$30.00 per occurrence <p>Roll call vote: Holub, yes; Flynn, yes; Douglas, yes; Cavazos, yes; and, Johnson, yes. Motion carried.</p>	<p>NEW BUSINESS</p> <p>Snowplowing Proposal for 2022</p>
<p>Moved by Douglas and seconded by Cavazos to retain the services of Shotwell Solution, Pentwater, Michigan for IT support in 2022 as follows:</p> <ul style="list-style-type: none"> • \$65 per hour for on-site service • \$50 per hour for remote service <p>Roll call vote: Douglas, yes; Cavazos, yes; Flynn, yes; Holub, yes; and, Johnson, yes. Motion carried.</p>	<p>NEW BUSINESS</p> <p>Computer IT Support</p>
<p>Moved by Holub and seconded by Flynn to retain Sue Ann Johnson at the rate of \$21.90 per hour for training services to the Township Clerk and staff in 2022.</p> <p>Roll call vote: Holub, yes; Flynn, yes; Douglas, yes; Cavazos, yes; and, Johnson, yes. Motion carried.</p>	<p>NEW BUSINESS</p> <p>Hourly Rate for Training in the Clerk's Office in 2022</p>
<p>Mr. Holub referred to the memorandum dated December 1, 2021 from the Road Committee regarding its recommendations for projects in 2022. He also said that photos of the work completed this year on Wayne Road, Ridge Road, Hammett Road, Lakeview Drive and Lake Breeze are available on the Township's website.</p>	<p>NEW BUSINESS</p> <p>Township Road Improvements in 2022</p>

Approved

<p>Moved by Flynn and seconded by Douglas that, pursuant to the recommendation of the Pentwater Township Road Committee at its meeting of November 16, 2021, the following roads projects are slated for 2022:</p> <ul style="list-style-type: none"> • <u>Madison Road</u> - \$60,000 wedge and asphalt resurface-Village limit to end • <u>Madison Road</u> – \$3,500 asphalt resurface – east/west and north/south legs of the triangle • <u>Montgomery Blvd.</u> - \$39,500 partial wedge and chip seal/fog coat – County line to end • <u>Local Gravel/Earthen Roads</u> - \$5,000 brining <p>Roll call vote: Flynn, yes; Douglas, yes; Johnson, yes; Holub, yes; and, Cavazos, yes. Motion carried.</p> <p>Mr. Holub said that the Road millage monies will be about \$117,000; thus, what is not spent in 2022 will carry forward to projects in 2023.</p> <p>Terry Cluchey asked why the Village portion could not be completed since Village residents also pay the Township Road millage. Mr. Holub responded that according to statute the township road millage must only be used in the township proper. The road millage is the only funds the township has to repair roads other than using General Fund monies. Conversely, villages receive money from the State of Michigan for roads.</p>	
<p>Ms. Douglas read the Proclamation to be given to Ms. Sue Ann Johnson, Township Clerk who will retire on December 31, 2021</p>	<p>NEW BUSINESS</p> <p>Proclamation for Outgoing Clerk</p>
<p>Mr. Ross Feltes, Pentwater Township resident, asked about proposed Madison Road project. Mr. Holub said that the Road Commission is proposing an asphalt overlay which is a very thin overlay. It will end where the current asphalt ends.</p> <p>Mr. Dean Gustafson, Pentwater Township resident, expressed his gratitude to Ms. Johnson for her years as Clerk and the prior years working for the County of Oceana.</p>	<p>PUBLIC COMMENTS</p>

Approved

Mr. David Spitler, Pentwater Township resident, said that although Mr. Mark Timmer has two years remaining on his contract with the Road Commission, the Road Commission Board negotiated another four-year contract with him. We will now have him for at least six more years.

Ms. Jean Russell, Pentwater Township resident, expressed her thankfulness to Mr. Spitler for his good working relationship with Mark Timmer and the Road Commission Board.

Ms. Claudia Ressel-Hodan, Pentwater Village resident and Village Council member suggested that the Village Council and Township Board consider doing an "open-ended" workshop. Ms. Johnson recommended that a facilitator be retained in this effort.

Mr. Holub referred to the Transfer Station costs in 2020 and 2021. In 2020, container costs were \$14,402.96. In 2021, the costs were \$20,283.94. He suggested that the increase was due to the fact that in 2020, the Transfer Station did not open until May 1st which is one month later than usual. Also, in 2020 there was only one "free" day and in 2021 there were two "free" days.

**OTHER ITEMS from
BOARD MEMBERS**

Supervisor Cavazos adjourned the meeting 6:45 p.m.

ADJOURNMENT


Sue Ann Johnson, Township Clerk

1-28-22
Date

Approved