

<p style="text-align: center;"> <b>PENTWATER TOWNSHIP BOARD</b>  <b>PENTWATER COMMUNITY HALL</b>  <b>500 N. HANCOCK STREET, PENTWATER, MI 49449</b>  <b>DRAFT</b>  <b>08 June 2022</b>  <b>ZOOM Available for Audience</b> </p>	
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Douglas, Holub, Cavazos, Murphy, Flynn</p> <p><b>Members Absent:</b> None</p> <p><b>Staff Present:</b> Glenn Beavis - Recording Secretary, Keith Edwards – Zoning Administrator</p> <p><b>Others Present:</b> David Spitler, Ron Christians, Craig Mast, Stan Rokita, Rob Young, Al Brosky, Bob Wilcox, Amy LaBarg, Chris Conroy, Erik Bengston, Dean Gustafson</p> <p><b>Present via Zoom:</b> Cathy Crumb, Paula DeGregorio, Mary Jo (Last name not specified)</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>
<p><b>Moved by Douglas and seconded by Murphy to accept the Consent Agenda as follows:</b></p> <ul style="list-style-type: none"> <li>• Prior Meeting Minutes of April 13, 2022</li> <li>• Fiscal YTD Financial Reports 4/1/22 thru 4/30/22</li> <li>• Claims/Bills for the period April 14<sup>th</sup> thru May 11<sup>th</sup> as follows: <ul style="list-style-type: none"> <li>○ Township - \$52,061.15</li> <li>○ Cemetery - \$54,775.77</li> <li>○ Fire - \$124,727.04</li> <li>○ Road - \$0</li> </ul> </li> </ul> <p>Roll call vote:  Ayes: All  Nays: None  Motion carried</p>	<p><b>CONSENT AGENDA</b></p> <p><b>Review &amp; Action</b></p>
<p><b>Moved by Murphy, and seconded by Douglas to accept the agenda as presented</b></p> <p>Voice Vote: Motion carried</p>	<p><b>MEETING AGENDA</b></p>
<ul style="list-style-type: none"> <li>• Sheriff Craig Mast spoke of a 20 year millage proposal in the amount of 2.25 mils (max) for construction of a new jail to replace the current outdated facility. The proposal will appear on the August 2022 Primary ballot. Sheriff Mast provided a compelling story as to the need by providing an overview of the current 60 year old facility and</li> </ul>	<p><b>PUBLIC COMMENTS</b></p>

<p>its many deficiencies, and how the proposed modern jail is designed to address these deficiencies. An open invitation was extended for individuals and groups to visit the current jail and learn more about the proposal.</p> <ul style="list-style-type: none"> <li>• Chris Conroy advised that she has submitted a proposal to the Oceana County Committee from Friends of the Pentwater Channel.</li> <li>• Claudia Ressel-Hodan noted with some concern her observation that there was an agenda item pertaining to the Pentwater-Hart Trail. [Author note: Claudia’s concerns were assuaged by the conclusion of the meeting]</li> </ul>	
<p>Ms. Cavazos related the following:</p> <ul style="list-style-type: none"> <li>• Daughters of the Revolution cemetery clean-up project has been completed</li> <li>• National Honor Society of Pentwater High School placed flags on Veteran’s graves during Community Work day on May 23<sup>rd</sup>.</li> <li>• May 23<sup>rd</sup> Broadband Meeting with Maryland Passmore, Charter/Spectrum, to discuss options for expansion into unserved areas. State/Federal grant funding will flow to broadband businesses. Townships, etc., cannot apply for grants.</li> <li>• Cemetery Tree Replacement. Need 12 trees to be replaced. Lynne looking at possible matching grant with DTE Energy Foundation.</li> <li>• Channel Protection: Working with Mears State Park &amp; Oceana Beach Association to investigate best fences to protect N &amp; S side</li> <li>• Channel Protection: Engaged with Resilient Coastal Projects Initiative to represent Pentwater interests</li> <li>• Pentwater Library Open House – June 20, 2:00 – 4:00PM</li> </ul>	<p><b>SUPERVISOR’S REPORT</b></p>
<p>Elections:</p> <ul style="list-style-type: none"> <li>• On May 23<sup>rd</sup> Glenn &amp; I attended required 2022 Election Cycle Preparation training in Hart (Refresh for upcoming primary &amp; general elections) organized by Michigan Bureau of Elections.</li> <li>• Primary: August 2<sup>nd</sup></li> <li>• General: November 8</li> <li>• We have 1613 registered voters in the village/township. Of those 465 are permanent absentee voters. Ballot applications for permanent absentee voters have been prepared &amp; were mailed out May 31. Ballots expected to arrive June 18 at which point we will begin mailout. 93 AVBA’s returned so far.</li> <li>• If you are going to be a candidate for the General Election, I have petition forms &amp; calendar available in my office</li> </ul> <p>Michigan Department of State 2022 Election Security Grant</p>	<p><b>CLERK’S REPORT</b></p>

<p>Reimbursement Program:</p> <ul style="list-style-type: none"> <li>Will likely submit grant request this month once we're able to provide proof of all expenditures to date (need bank records). \$1,500 max allowed per precinct. We anticipate receiving full \$1,500 grant refund</li> </ul> <p>Transfer Station Activity - <b>May</b>:</p> <ul style="list-style-type: none"> <li>Free Day is Saturday, June 18 9:00 to 5:00PM. A notice announcing this was published in today's Oceana Herald Journal and has been posted on our website for several weeks now.</li> <li>No hazardous waste</li> </ul> <p>Upcoming July Audit:</p> <ul style="list-style-type: none"> <li>Pre-meeting with auditor set for next week, June 14, to take a preliminary review of records, current office processes, and to obtain a general overview of expectations in advance of annual audit scheduled for July 19 thru 21</li> </ul> <p>Channel Dredging Follow-Up:</p> <ul style="list-style-type: none"> <li>Today I spoke with Jim Simons, chairperson for Harbor Commission in Portage Lake. He indicated that a new Shallow Draft Harbor Coalition chairperson will be announced later this week. We have asked to be placed on distribution for this announcement and will establish contact with that person once it is announced. We learned that back in 2019 this commission was successful in securing state funds in the amount of \$800,000 for channel revetment (repair of channel seawalls). In addition to working with federal legislators, we believe participation in a statewide shallow harbor commission is the right course of action for working towards attainment of long term funding support for maintenance of our channel.</li> </ul>	
<p>Ms. Douglas related the following:</p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>TREASURER'S REPORT</b></p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>Library, Fire Department, Recreation</li> </ul>	<p><b>OTHER DEPARTMENTAL REPORTS</b>  <b>Library, Recreation and Fire Department</b></p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>Zoning, Assessor, Cemetery &amp; Transfer Station</li> </ul>	<p><b>STAFF REPORTS –</b>  <b>Zoning, Assessing, Cemetery, Transfer Station</b></p>

<p>Reports not provided this period:</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p>After considerable discussion, it was determined that the Board should defer first to a decision by the Village Council to accept or decline the current offer. Comments made by Board members included an observation by Trustee Holub that there had previously been documentation regarding a required "Performance Bond" which holds the purchaser to what they propose, but that this is not referenced in the current proposal.</p> <p><b>Motion by Cavazos, and seconded by Douglas</b> to table revised purchase offer for 327 S. Hancock Building pending determination made by Village Council</p> <p>Roll call vote:  YES: Douglas, Murphy, Holub, Flynn, Cavazos  NO: None</p> <p>Motion carries</p>	<p><b>UNFINISHED BUSINESS a)  Revised Purchase Offer for  327 S. Hancock Building</b></p>
<p>A proposed Letter to the Editor, written by board member Holub with input from all other Board members was read aloud at the meeting. The letter is a response to a letter to the editor in the May 19, 2022 edition of the Oceana Herald Journal regarding a recent decision by the Township Board to decline a Village request to provide \$30,000 in matching funds for channel dredging.</p> <p><b>Motion by Flynn, and seconded by Murphy</b> to submit the above referenced letter for publication to the Oceana Herald Tribune and the Ludington Daily News</p> <p>Roll call vote:  YES: Douglas, Murphy, Holub, Flynn, Cavazos  NO: None</p> <p>Motion carries</p>	<p><b>UNFINISHED BUSINESS b)  Letter to the Editor</b></p>
<p>The proposal results in lump sum funds being available which can then be used for larger projects rather than being limited to small repair projects that have a more limited lifespan.</p> <p>The following motion was made without further discussion:</p> <p><b>Motion by Holub and seconded by Douglas</b> to encourage the Oceana County Road Commission to consider the sale of bonds to finance road improvements in the county.</p> <p>Roll call vote:  YES: Douglas, Murphy, Holub, Flynn, Cavazos  NO: None</p> <p>Motion carries</p>	<p><b>NEW BUSINESS a)  Raffaelli Proposal for  Financing County Road  Improvements</b></p>
<p>An annual review of the CIP plan for the Township and Cemetery, noted below, was presented with proposed project and estimated cost updates through 2026.</p>	<p><b>NEW BUSINESS b)  Capital Improvement Project  Planning (CIP)</b></p>

GENERAL FUND		
FISCAL YEAR	ITEM	PROJECTED COST
2022/2023	Parking Lot Improvements	\$40,000
	Pentwater-Hart Trail	\$22,500
	Generator – Township Office	\$10,500
	Front Loader/Tractor – Transfer Station	\$13,500
2023/2024	Legal/Engineering for Sewer System	\$25,000
	Air Conditioner Replacement	\$10,000
	Upgrades on Heating/Ventilation	\$20,000
2024/2025	Roof Replacement	\$40,000
	Pentwater-Hart Trail	\$22,500
2025/2026	Septic System upgrades	\$25,000

CEMETERY FUND		
FISCAL YEAR	ITEM	PROJECTED COST
2022/2023	Water Access and Treatment	\$20,000
	Bench for Respite Area	\$ 5,000
	Fence Repairs/replacements	\$ 5,000
	Irrigation System Maintenance/Repairs	\$20,000
		\$ 5,000
	Tree Replacements (12 trees)	
2023/2024	Repair/Replacement of Retaining Walls	\$30,000
	Drilling of New Well	\$50,000
2024/2025	Irrigation System Updates	\$20,000
	Repair/Replacement of Retaining Walls	\$30,000
2025/2026	Repair/Replacement of Retaining Walls	\$30,000

The following motion was made without further discussion:  
**Motion by Murphy, and seconded by Douglas** to approve the revised Capital Improvement Plan as presented

Roll call vote:  
 YES: Holub, Flynn, Douglas, Murphy, Cavazos  
 NO: None

<p>Motion carries</p>	
<p>This proposed resolution is intended to keep currently budgeted funds for the project clearly set aside for disbursement that likely will not occur during the current fiscal year.</p> <p><b>Motion by Douglas, and seconded by Cavazos</b> to approve RESOLUTION 2022-13: RESOLUTION TO TRANSFER 2022-2023 BUDGETED FUNDS FOR THE HART-PENTWATER NON-MOTORIZED TRAIL INTO A SEPARATE SAVINGS ACCOUNT AND ALLOCATED FOR FUTURE USE</p> <p>Roll call vote:  YES: Holub, Flynn, Murphy, Cavazos  NO: Douglas</p> <p>Motion carries</p>	<p><b>NEW BUSINESS c)</b>  <b>Resolution 2022-13: Motion to transfer budgeted funds for the Hart-Pentwater Trail into a separate savings account</b></p>
<p>Discussion ensued regarding which level of membership package would be most beneficial and cost effective for the upcoming year. Clerk Murphy presented cost savings for various training and other benefit opportunities and weighed these savings against estimated (invoice for next period not yet received) cost for various membership levels. Because the actual membership costs are not yet known, pending invoice, a decision was made to table the discussion.</p> <p><b>Motion by Murphy, and seconded by Flynn</b> to table approval of next year’s MTA membership dues.</p> <p>Roll call vote:  YES: Douglas, Holub, Murphy, Flynn, Cavazos  NO: None</p> <p>Motion carries</p>	<p><b>NEW BUSINESS d)</b>  <b>Michigan Township Association Annual Dues</b></p>
<p>Ron Christians indicated support for the new jail millage proposal; stated that he will meet with new administrator Tracy Byard tomorrow; noted that there will be a meeting to discuss Marshville Dam removal at Benonia Township Hall, 7:00PM June 16</p> <p>Amy LaBarg thanks The Board for early initiatives it is taking regarding a long term solution to channel dredging. She believes the Pentwater Lake Improvement Board (PLIB) is the best path forward and asks the township to continue to pursue [Author note: Supervisor Cavazos advises that the PLIB has responsibility to take action, after which they must come to the Township for review and approval.</p> <p>Chris Conroy indicated disappointment at FOIA request denial regarding Mika Meyer legal opinion pertaining to the Township’s ability to disburse funds for channel dredging.</p> <p>Claudia Ressel-Hodan gave a verbal timeline for Pentwater-Hart Trail development. She also encouraged participation at an August 24h Road Commission meeting where a request that they serve as fiduciary for the trail will be discussed</p>	<p><b>PUBLIC COMMENTS</b></p>
<p>None</p>	<p><b>OTHER ITEMS from</b></p>

	<b>BOARD MEMBERS</b>
<b>Moved by Douglas and seconded by Holub</b> to adjourn the meeting at 7:56 PM. Motion carried.	<b>ADJOURNMENT</b>
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Maureen Murphy, Township Clerk	Date

DRAFT