

<p>PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 Approved Minutes 10 August 2022 ZOOM Available for Audience</p>	
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p>Members Present: Cavazos, Douglas, Flynn, Holub</p> <p>Members Absent: Murphy</p> <p>Staff Present: Glenn Beavis - Recording Secretary</p> <p>Others Present: Ron Christians, Carol Feltes, Ross Feltes, Jennifer Gwillim, Amy LaBarge, Rob Young, Albert Brosky, David Spitler, Jean Russell, Linda Flositz</p> <p>Present via Zoom: Paula DeGregorio, Dean Gustafson</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 July 13, 2022 • Fiscal YTD Financial Reports 4/1/22 thru 7/31/22 • Claims/Bills for the period July 14th thru August 10th as follows: <ul style="list-style-type: none"> ○ Township - \$43,218 (includes any Road Fund payroll) ○ Cemetery - \$2,765 ○ Fire - \$6,189 ○ Road - \$3,841 <p>Roll call vote: YES: Douglas, Holub, Flynn, Cavazos NO: None Motion carried</p>	<p>CONSENT AGENDA</p> <p>Review & Action</p>
<p>Moved by Holub, and seconded by Flynn to accept the agenda with revision to include New Business c) Fall Transfer Station open days for leaf & brush disposal</p> <p>Voice Vote: Motion carried</p>	<p>MEETING AGENDA</p>
<p>Amy LaBarge requests that current cemetery ordinance be revised to eliminate the need for a vault surrounding any cremains burial, or a written explanation as to why this request is denied.</p>	<p>PUBLIC COMMENTS</p>
<p>Ms. Cavazos related the following:</p> <ul style="list-style-type: none"> • All parking lot bids not yet received • Generator installed but pending installation of new gas meter prior to final checkout & sign-off 	<p>SUPERVISOR'S REPORT</p>

<ul style="list-style-type: none"> • Mike Flynn installed temporary plywood over rotted fishing pier planks. Will do a more permanent repair post-season. • New fishing pier trash cans shipped, but not yet received. • Erosion alongside paved area of boat launch at 90 degree bend. County Road Commission has placed slag as temporary fix. A more permanent fix is planned by Mark Timmer at the Road Commission • A large pine tree located at public access site off Longbridge Road. Unclear if tree is on public access site or a neighbor's property. Tree is at risk of falling so decision was made to take it down. Joint decision between Al Bluhm, Keith Edwards, and Lynne Cavazos. Survey not able to be done until September to determine actual tree ownership. Josh Adams removed the tree on August 1. • We received a letter from the Village of Pentwater indicating that they are giving notice of termination of a contract dated June 18, 1984 between the Village and Township for the construction, operation, and maintenance of the township sewer systems. We plan to meet with Village Manager Chris Brown and our respective attorneys to plan out necessary arrangements for the transfer. 	
<p>Ms. Murphy related the following: Elections:</p> <ul style="list-style-type: none"> • Overview of the day: <ul style="list-style-type: none"> ○ All in all went well, with relatively even traffic flow all day. Did, however, have a tabulator malfunction that went down for 2+ hours until emergency technician arrived ○ No difficulty with voter "reverse" traffic flow or with car parking lot backups ○ We did put on an Election Inspector Organizational meeting in advance of voting day that was well received, and no doubt helped with operations. ○ Recorded "Lessons Learned" as we went, which will be reviewed at our next Election Inspector organizational meeting that will take place prior to the November General Election ○ Two Republican Election Challengers were waiting for us at 6:15 when we arrived. After introductions and finding a place for them to sit when needed, they observed opening of the polls and elections for the first several hours. They then commented that we "are running a pretty tight ship" and were pleased with what they saw and how they were being treated. They indicated that they would return near poll closing which they did, and they stayed until all major post-election Election Inspector work was completed and locked with tamper-proof seals. On exit they again expressed great pleasure with how well the team worked together, how well we were organized, and how we generally made everyone comfortable with the election process. ○ Finally, on behalf of The Board, I'd like to extend my deepest gratitude for the dedicated service of all our Election Officials, both old hands as well as first timers. And I'm pleased to learn that both our first timers, Laura Kassanos and Gigi Mitchell, intend to 	<p>CLERK'S REPORT</p>

<p>return in November for the General Election. I also want to recognize our Election Inspector Chairperson Chris Conroy for her extraordinary efforts on the day following the election to resolve a two voter count difference between ballots cast and ballots counted.</p> <p>Michigan Department of State 2022 Election Security Grant Reimbursement Program:</p> <ul style="list-style-type: none"> • This week we finally had time to submit our Election Security Grant request to the Michigan Bureau of Elections. The grant is for expenses incurred to improve election security and is limited to \$1,500/precinct. We've been able to document allowable expenses to justify the a request for the full \$1,500. <p>July Audit:</p> <ul style="list-style-type: none"> • One day event with no major issues that we are aware of. • Audit report pending <p>Transfer Station Activity:</p> <ul style="list-style-type: none"> • Bob continues to do a great job over there • See report for other details. <p>Cemetery Activity:</p> <ul style="list-style-type: none"> • We continue to be quite busy with cemetery lot/niche sales, lot swaps, and assisting owners in planning for burials. We are also busy collaborating with sexton Chris Bailey at the cemetery to ensure everything flows smoothly. <p>Channel Dredging Follow-Up:</p> <ul style="list-style-type: none"> • Former chairperson Jim Simons has set a Meet & Greet get-together for August 24th here in Pentwater. The meeting will take place at 11:00AM at Park Place. Jim will introduce us to the new Shallow Harbor chairperson, along with several other people yet to be identified. I've extended verbal invitations to representatives David Bluhm & Chris Conroy from Pentwater's Shallow Harbor Committee, along with Village Manager Chris Brown. A written invitation will be forthcoming. Other details to follow. 	
<p>Ms. Douglas related the following:</p> <ul style="list-style-type: none"> • Recently implemented online payment feature for tax bills is starting to be used. • Treasurer's office is planning an upgrade to Remote Capture/Remote Deposit from our current system which will allow on-site scanning of checks. This system will reduce the potential of error when manually logging information. • Investigating an organization called AutoAgent – which claims to streamline how tax payments are accepted. Helps to eliminate over & underpayments. This service is free to municipalities. If utilize this service, would also switch to their online payment system. No monthly fee to township but would cost residents 0.25% - a net savings from current Point&Pay. Ongoing activity. No immediate plans. 	<p>TREASURER'S REPORT</p>

<ul style="list-style-type: none"> Looking into adding additional BS&A software module that would support sewer system billing. 	
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> Library, Fire Department, Recreation Jennifer Gwillim, newly appointed Library Board meeting thanks Maureen Murphy for her recognition that paperwork Jennifer was preparing to submit to the County Clerk for election to the board was incorrect, and for helping to resolve. Library on budget. Gift from Gerber Foundation received for \$1,700. Successful Open House in June with 102 visitors. Library staff receiving training to serve as a mental health hub whereby they will know where to refer people in need for various mental health services. 	<p>OTHER DEPARTMENTAL REPORTS Library, Recreation and Fire Department</p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> Zoning, Assessor, Cemetery & Transfer Station <p>Reports not provided this period:</p> <ul style="list-style-type: none"> None 	<p>STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station</p>
<p>Several follow-on actions were assigned at last month’s discussion regarding bids received for repair of worsening scatter garden erosion. These had to do with clarification of language regarding re-installation of bricks and estimated timing to begin work. Results of these actions were reviewed, which resulted in the Board being properly prepared to act on the proposed bids for repair.</p> <p>Motion by Cavazos and seconded by Douglas to award a contract to Ruggles & Son for repair of erosion damage to the Cemetery Scatter Garden in the amount of \$10,850.</p> <p>Roll call vote: YES: Douglas, Holub, Flynn, Cavazos NO: None Motion carries</p>	<p>UNFINISHED BUSINESS a) Cemetery Scatter Garden Erosion</p>
<p>The following motion was made without further discussion:</p> <p>Motion by Holub and seconded by Flynn to reappoint Mark Trierweiler to the Zoning Board of Appeals for a 3-year term</p> <p>Roll call vote: YES: Holub, Flynn, Douglas, Cavazos NO: None Motion carries</p>	<p>NEW BUSINESS a) Reappointment of Mark Trierweiler to ZBA</p>
<p>This has been an ongoing discussion for several months now. Supervisor Cavazos outlined two known areas of the current ordinance requiring review and possible revision – Section 8) Lot owner’s responsibility for nearby curb & wall maintenance; and current requirement that a vault be used for cremains interred in biodegradable containers. Supervisor Cavazos requests that all Board Members review the ordinance and be prepared to make recommendations at the September Board Meeting.</p>	<p>NEW BUSINESS b) Discussion: Potential Cemetery Ordinance Updates</p>

<p>After discussion with Board members, Supervisor Cavazos proposed that the Transfer Station be open Saturdays, November 5, 12, 19, and 26 for Fall leaf & brush disposal.</p> <p>Motion by Holub and seconded by Douglas to open the Transfer Station for Fall leaf & brush disposal on Saturdays, November 5, 12, 19, and 26 of 2022.</p> <p>Roll call vote: YES: Holub, Flynn, Douglas, Cavazos NO: None Motion carries</p>	<p>NEW BUSINESS c) Transfer Station Open Days for Fall Leaf & Brush Disposal</p>
<p>Ron Christians acknowledges great work between village and township on Master Plan. Specifically calls out Heather Douglas and Dave Spitler for their efforts. County Commission meets tomorrow to address log agenda. Ron notes insufficient trained EMS people available to support. Schools set up to help resolve. Crystal Valley/Crystal Township dam concerns with engineering firm to provide results of their study. ARPA funding . Chris Conroy working with vendors and others to get broadband support.</p> <p>Ross Feltes references Nancy Arvai’s email query regarding Pentwater Village study into whether they should become a city, and what the ramifications would be to the township.</p> <p>David Spitler indicated that the County Road Commission recently spent \$2.3M for paving of county roads. Primarily Shelby & Newfield townships and surrounding. Boat launch on Longbridge Road at 90 degree bend will be properly repaired after labor day.</p>	<p>PUBLIC COMMENTS</p>
<p>Treasurer Douglas urged the Board to begin studying impacts to the Township if Pentwater Village becoming a city. Ms. Douglas also read written commentary from Clerk Maureen Murphy in support of her position. Supervisor Cavazos stated that we could begin an effort to make this assessment, although she feels it may be a bit premature. Amy LaBarge, one of the committee members appointed to the Village’s study underscores that this is simply a study at this point. Trustee Holub urges that any study, be it Village or Township should be a Citizen Committee with no elected officials involved.</p>	<p>OTHER ITEMS from BOARD MEMBERS</p>
<p>Moved by Holub and seconded by Flynn to adjourn the meeting at 7:33PM. Motion carried</p>	<p>ADJOURNMENT</p>
<p>_____</p> <p>Maureen Murphy, Township Clerk</p>	<p>_____</p> <p>Date</p>