

MINUTES

Pentwater Township Board

Regular Meeting of August 12, 2015

Members Present: Siska, Smith, Holub, Ruggles, Flynn

Members Absent: None

Others Present: Paula DeGregorio, Terry Cluchey-PFD, Greg Warden, Greg Lankfer, Keith Edwards-ZA, Jay Harris, Judith DeMichele, Carolyn Augustine, Carol Kitt, Ron & Marilyn Steiner, Brenda Warden, Rebecca Nicholson, Paula Ellis, Gay Lynne Libbertz, and several other individuals

Call to Order: Supervisor Smith called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Review & Action: Meeting Agenda – The agenda was approved by unanimous consent.

Review & Action: Minutes of Regular Meeting of July 8, 2015 – The Minutes of the Meeting of July 8, 2015 were approved as submitted by unanimous consent.

Review & Action: Minutes of Special Meeting of July 27, 2015 – The Minutes of the Meeting of July 27, 2015 were approved as submitted by unanimous consent.

Supervisor's Report –

Review and Action: Change in Board of Review Members' Status – Supervisor Smith reported that he had received a communication from Bill Lee, a regular member of the Board of Review requesting that he would like to change his status on the Board of Review from regular member to alternate member. A motion was made by Smith and seconded by Ruggles to appoint Maureen Murphy from alternate member to regular member on the Pentwater Township Board of Review effective August 7, 2015 for a term to expire December 31, 2016 and to appoint Bill Lee from regular member to alternate member on the Pentwater Township Board of Review effective August 7, 2015 for a term to expire December 31, 2016. The motion was unanimously approved by voice vote.

Review and Action: Appointment of Planning Commission Member to Zoning Board of Appeals – Supervisor Smith stated that at a recent workshop for Zoning Board of Appeals (ZBA) members, it was mentioned that all members of the ZBA must be residents of the respective jurisdiction (i.e. Township), and not from the Village. He said that a Village resident who is a member of the Planning Commission is the Commission’s current representative on the ZBA. He said that the error should be corrected. A motion was made by Smith and seconded by Flynn to appoint Planning Commission member Paula DeGregorio as the Township Planning Commission representative to the Township Zoning Board of Appeals to replace current member Myrna Carlin effective August 7, 2015 for a term to expire March 31, 2017. The motion was unanimously approved by voice vote.

Clerk’s Report – The Clerk reminded members of the open house at the Cemetery the following day and that there would be some period actors representing certain individuals that were interred in the Cemetery.

Treasurer’s Report – The Treasurer’s report was received and filed.

Staff Reports

- a. **Zoning Administrator** – The Zoning Administrator’s report was received and filed.
- b. **Assessor’s Report** – The Assessor’s report was received and filed.
- c. **Cemetery Sexton** – No Report
- d. **Transfer Site Attendant** – The Transfer Site Attendant’s report was received and filed.

Committee/Department Reports

- a. **Planning Commission** – Mr. Edwards reported that the Planning Commission had cancelled its August meeting and would be inviting the Village Zoning Administrator to its next meeting in October to discuss the Village Master Plan Update and wellhead protection. He said that the Master Plan Update Committee had completed work on Chapters 1-4 and is currently working on Chapter 5. He stated that he anticipated that the Commission would be presenting a draft of the Update to the Board at its meeting in November.

- b. **Cemetery Advisory Committee** – Mr. Holub reported that the Cemetery Advisory Committee had met in July to review an RFB for landscape improvements to the Cemetery and to finalize plans for the Open House.
- c. **Fire Department** – Chief Cluchey reported that the Department had responded to 18 fire and 109 medical runs this year.
- d. **Library** – No Report
- e. **Pentwater Lake Improvement Board** – No Report
- f. **Road Committee** – Mr. Flynn stated that the Road Committee would be meeting on August 20th.

Review & Action: Invoices

- a. **Township** - A motion was made by Siska and seconded by Ruggles that the Township bills in the amount of \$8,350.96 be approved as submitted. The motion was unanimously approved by roll call vote.
- b. **Cemetery** – A motion was made by Flynn and seconded by Holub that the Cemetery bills in the amount of \$1,846.35 be approved as submitted. The motion was unanimously approved by roll call vote.
- c. **Fire Department** – A motion was made by Ruggles and seconded by Flynn that Fire Department bills in the amount of \$2,995.86 be approved as submitted. The motion was unanimously approved by roll call vote.
- d. **Oceana County Road Commission** – A motion was made by Smith and seconded by Siska to approve an invoice from the Oceana County Road Commission for asphalt wedging and chip seal for Wayne Road in the amount of \$30,977.09 as submitted. The motion was unanimously approved by roll call vote.

Old Business - None

New Business –

Review and Action: Authorization to Issue Request for Bid (RFB) for Cemetery Projects (Scatter Garden & Walkway) – Mr. Holub referred members to a draft RFB for the installation of a scatter garden and walkway at the Pentwater Township Cemetery. He said that both projects were previously identified in the recent Cemetery Master Landscape Plan. He stated that the Cemetery Advisory Committee had approved the issuance of the RFB and that he has identified some ten (10) potential bidders. After discussion, a motion was made by Holub and seconded by Smith to authorize the issuance of a Request for Bid (RFB) by the Township for certain Cemetery projects including a scatter garden and walkway. The motion was unanimously approved by roll call vote.

Public Comments –

Greg Warden, 5772 Longbridge Road, requested that all prior communication from residents regarding the Anderson property be made part of a public record. He said that he had concerns regarding the Township’s appraisal of the subject property.

Greg Lankfer, 5824 Longbridge Road, stated that he was vehemently opposed to the Township purchasing the Anderson property. He said that he had received an independent appraisal of the property and distributed a copy of the document to the Board.

Brenda Warden, 5772 Longbridge Road, stated that the Township’s appraisal was invalid.

Rebecca Nicholson, 5771 Wintergreen, expressed concern regarding storm water drainage and the use of Wintergreen if the Township developed a parking lot on the Anderson parcel.

Other Items from Members – None

Adjournment – A motion was made by Flynn and seconded by Siska to adjourn the meeting at 7:35 p.m. The motion was unanimously approved by voice vote.

Next Meeting – The next regular meeting of the Pentwater Township Board of Trustees will be on Wednesday, September 9, 2015 at 7:00 p.m.

Respectfully submitted,

Dean Holub, Clerk
Pentwater Township

Date