

MINUTES

Pentwater Township Board

Regular Meeting of January 9, 2013

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

Members Absent: None

Others Present: Rich Johnson, Zoning Administrator, Sarah Wickham, Damon Crumb, Brad VanTassel, Jim & Lois Ege, Myrna Carlin

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 unanimously approved as amended with the addition of item “a. Policy of Purchasing and Bid Acceptance” under Old Business.

Review & Action: Minutes of Regular Meeting of December 12, 2012 – The Minutes of the Meeting of December 12, 2012 were unanimously approved as submitted.

Supervisor’s Report

Supervisor Smith reported that the Township’s grant application from the Michigan Natural Resources Trust Fund for the fishing deck had been approved and that it was awaiting final funding authorization by the legislature and Governor.

Review & Action: Appointment of New Member to Planning Commission – a motion was made by Smith, seconded by Siska to appoint Sarah Wickham to the Township Planning Commission to fill an unexpired term that will expire on May 31, 2014 was unanimously approved with a voice vote.

Review & Action: Appointment of Board Member to Pentwater Lake Improvement Board – a motion was made by Smith, seconded by Siska to appoint the Clerk, Dean Holub as the Township’s representative on the Pentwater Lake Improvement Board for the duration of his term was unanimously approved with a voice vote.

Supervisor Smith reported that the Tanner residence/property on Second St. had been cleaned up and the site leveled.

Clerk's Report - Clerk Holub reported that P.A. 523 of 2012 had recently been signed by the Governor. The subject legislation requires townships to conduct all Village elections during regular general elections.

Treasurer's Report - Treasurer's report was received and filed. Treasurer Siska referred members to a report from BS&A software providing the number of users of the tax and property information on the Township's website.

Zoning Administrator's Report – Zoning Administrator Johnson reported three zoning permits were issued for the period.

Assessor's Report – The Assessor's report was received and filed.

Committee/Department Reports

- a. Planning Commission – The Planning Commission minutes of its meeting on October 9, 2012 were received and filed. Mr. Johnson reported on the recent Planning Commission meeting and stated that the Commission had recommended the rezoning of several parcels of land in Section 24 from R-R Residential to R-2 Residential. He said that the Planning Commission action has subsequently been forwarded to the County Planning Commission for its review and comment.
- b. Cemetery Advisory Committee – No report
- c. Fire Department – Mr. Ruggles reported that there were several promotions in the Fire Department including Paul Smith to Captain, Mike Moore to 1st Lieutenant, and Pat Ruggles to 2nd Lieutenant.

Review & Action: Invoices

- a. **Township** - A motion was made by Siska and seconded by Smith that the Township bills in the amount of \$14,885.98 be approved as submitted. The motion was unanimously approved by roll call vote.
- b. **Cemetery** – A motion was made by Smith and seconded by Siska that the Cemetery bills in the amount of \$318.00 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 Siska that Fire Department bills in the amount of \$4,502.56 be approved as submitted. The motion was unanimously approved by roll call vote.

Old Business

a. Purchasing and Bid Acceptance Policy

Mr. Ruggles distributed a draft copy of a Purchasing and Bid Acceptance Policy for the Township for review and discussion at a subsequent meeting. He stated that he had previously suggested that the Township adopt such a policy and encouraged members to review the document and make comments.

New Business

- a. Review & Action: 2013-2018 Pentwater Area Recreation Plan** – a motion was made by Smith and seconded by Holub to approve Resolution No. 13-1 to adopt the 2013-2018 Pentwater Area Recreation Plan as a guideline for improving recreation for the residents of the Village and Township of Pentwater and the Pentwater Public School. The motion was unanimously approved by roll call vote.

Public Comments

Mr. Damon Crumb, 94 West Lowell St., offered his services to take minutes of the Pentwater Township Fire Board meetings.

Other Items from Board Members - None

Adjournment – A motion was made by Flynn and seconded by Siska to adjourn the meeting at 7:36 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, February 13, 2013 at 7:00 p.m.

Respectfully Submitted:

Dean Holub
Pentwater Township Clerk