

MINUTES

Pentwater Township Board

Regular Meeting of October 14, 2015

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

Members Absent: None

Others Present: Terry Cluchey-PFD, Duane Hamburger, Gay Lynne Liebertz, Elaine LeTarte, Dave Rider-Layton/Richardson, Marilyn Cluchey

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 September 9, 2015 – The Minutes of the Meeting of September 9, 2015 were approved as submitted by unanimous consent.

Supervisor's Report –

Report: Local Street Snowplowing: Supervisor Smith stated that he had received a bid package for snowplowing of some local Township streets from the Oceana County Road Commission. He said that those affected included streets in Pythian Park, Madison Ridge, and various streets in Section 1 of the Township.

Review and Action: Resolution for Hazard Mitigation Plan Update for Oceana County & Constituent Local Governments – Supervisor Smith stated that the Township had received the updated Oceana County Hazard Mitigation Plan from Mr. Tom Osborn, the County's Emergency Management Director. He said that the Plan was originally drafted and adopted in 2005. Mr. Smith stated that pursuant to the regulations, the Plan must be updated every five years. He said that the Plan was updated through the West Michigan Shoreline Regional Development Commission and adopted by the Oceana County Board of Commissioners at its meeting on March 12, 2015. Mr. Smith stated that a local unit of government must adopt the Plan in order to be eligible for federal/state funds should it be subjected to a natural disaster. A motion was made by Holub and seconded by Siska to approve Resolution No. 15-14

Regarding Adoption of the Updated Oceana County Hazard Mitigation Plan. The motion was unanimously approved by roll call vote.

Review and Action: Township Audit for the Year Ended March 31, 2015

Supervisor Smith introduced Mr. Dave Rider from Layton and Richardson, the Township auditors. Mr. Rider presented an overview of the Township audit for the previous fiscal year ending March 31, 2015. He said that the audit was “clean” and that the Township demonstrated stability in its finances. Mr. Rider stated that the audit included the General Fund, Library, Cemetery, and Fire Department. He concluded his remarks by summarizing several prior year recommendations and current year recommendations and responding to several questions regarding the audit. A motion was made by Smith and seconded by Flynn to accept the Township Audit for the year ended March 31, 2015. The motion was unanimously approved by voice vote.

Clerk’s Report – No report

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. Hamburger reported that the Planning Commission had met the previous evening with the Village Zoning Administrator and Village Manager to discuss the Village Master Plan Update and the subject of wellhead protection. He said that the Master Plan Update Committee had completed work on currently working on Chapter 5 which was presented and approved with some revisions at the meeting. He stated that he anticipated that the Planning Commission would be presenting a draft of the Update to the Board in the near future.
- b. **Cemetery Advisory Committee** – Mr. Holub reported that the Committee was one member short due to the passing of its Chairman, Damon Crumb. He said that the two projects at the Cemetery were

progressing well and that both should be completed by the end of the month.

- c. **Fire Department** – Chief Cluchey reported on the fire that destroyed the Deli Restaurant.
- d. **Library** – No Report
- e. **Pentwater Lake Improvement Board** – Mr. Holub stated that the Board would be meeting the following evening.
- f. **Road Committee** – Mr. Smith stated that notices were sent to all residents/property owners along Lakeview Drive inviting them to a meeting/forum regarding potential improvement of the roadway on Thursday, November 5 , 2015 at 6:30 p.m. He said that representatives of the Oceana County Road Commission and the engineering firm would be present and outline a recent survey of the road right-of-way and alternatives/options for improvement. He said that it would be a special meeting of the Township Board.

Review & Action: Invoices

- a. **Township** - A motion was made by Ruggles and seconded by Siska that the Township bills in the amount of \$9,557.33 be approved as submitted. The motion was unanimously approved by roll call vote.
- b. **Cemetery** – A motion was made by Siska and seconded by Flynn that the Cemetery bills in the amount of \$1,988.83 be approved as submitted. The motion was unanimously approved by roll call vote.
- c. **Fire Department** – A motion was made by Holub and seconded by Siska that Fire Department bills in the amount of \$2,753.23 be approved as submitted. The motion was approved by roll call vote with one abstention.

Old Business - None

New Business –

Review and Action: Lake Michigan Trails Network Resolution of Support – Supervisor Smith referred members to a proposed resolution of support for the Lake Michigan Trails Network. He said that it is a four state organization that promotes tourism via a coordinated planning and marketing within the four states including Illinois, Wisconsin, Indiana and Michigan. He stated that the organization promotes paddling, biking and hiking trails. A motion was made by Smith and seconded by Siska to approve a Resolution of Support for the Lake Michigan Trails Network. The motion was unanimously approved by roll call vote.

Review and Action: Potential Acquisition of Additional Land Adjoining the Township Transfer Station in Section 30 of Weare Township –

Supervisor Smith stated that he had received a communication from Mr. Todd Hamula representing the company developing the proposed Dollar General store in Weare Township. He said that the Township had previously indicated its interest in an offer from the company regarding the acquisition of some 5.2 acres adjacent to the Township Transfer Station at no cost. Mr. Smith stated that the original offer included giving the other 5.2 acres to the property owner to the north. However, he said that property owner had recently declined acceptance of the subject acreage. Consequently, the company is now offering the entire 11.3 acre parcel to the Township in exchange of a parcel for ingress and egress near Monroe Road owned by the Township and a buffer strip of some 50'-100' adjacent to the proposed store. A motion was made by Smith and seconded by Holub to accept the offer from the Zaremba Group for the acquisition of a parcel of land consisting of some 11.3 acres adjacent to the Township Transfer Station in Section 30 of Weare Township as communicated in an email from Mr. Todd Hamula, dated September 11, 2015. The motion was unanimously approved by voice vote.

Review and Action: Request from Pentwater Fire Department to Dispose of Equipment –

Fire Chief Cluchey referenced a communication from the Department regarding its request to dispose of a 1986 26' Bayliner boat and some 1993 vintage dive gear and associated equipment. He said the boat and equipment were donated to the Department a couple of years ago and that the neither boat nor equipment has ever been utilized. He stated that the Department has been incurring annual costs for storage and dockage. Chief Cluchey stated that the Department would like to place the boat up for bids in the spring of 2016 and donate the dive gear and equipment. A motion was made by Siska and seconded by Flynn to approve the proposed disposition of the Bayliner boat and equipment by the Pentwater Fire Department. The motion was unanimously approved by voice vote.

Review and Action: Request to Remodel Township Office Areas –

Supervisor Smith stated that several file cabinets that contain the old property cards had been moved to the basement as a result of the digitizing of the records earlier this year. He said that the filing cabinets were in the Assessor's office area. He referred members to a quotation from Great Lakes Furniture Supply to remodel the area with the installation of some additional work surfaces and wall mounted cabinets. He said the total cost of the remodeling work was \$2,286.00. A motion was made by Siska and seconded by Flynn to authorize the remodeling of the Assessor's area at a cost of \$2,286.00. The motion was unanimously approved by roll call vote.

Public Comments – Ms. Gay Lynne Liebertz, 5837 Longbridge Road, inquired about the status of the sale of the Anderson properties as well as cleanup.

Other Items from Members – None

Adjournment – A motion was made by Ruggles and seconded by Siska to adjourn the meeting at 8:10 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, November 11, 2015 at 7:00 p.m.

Respectfully submitted,

Dean Holub, Clerk
Pentwater Township

Date