

<p style="text-align: center;">PENTWATER TOWNSHIP BOARD  PENTWATER COMMUNITY HALL  327 S. HANCOCK STREET, PENTWATER, MI 49449</p> <p style="text-align: center;">Regular Meeting of Wednesday, November 13, 2019</p>	<b>APPROVED MINUTES</b>
<p>Supervisor Spitler called the meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Johnson, Siska, Holub, Flynn and Spitler</p> <p><b>Members Absent:</b> None</p> <p><b>Staff Present:</b> Lisa McKinney, Deputy Supervisor and Keith Edwards, Zoning Administrator.</p> <p><b>Others Present:</b> Siok, Recording Secretary.</p>	<b>CALL TO ORDER</b>  <b>ROLL CALL</b>
<p><b>Moved by Siska seconded by Johnson</b> to accept the consent agenda as follows:</p> <ul style="list-style-type: none"> <li>• Prior Meeting Minutes of October 9, 2019</li> <li>• Correspondence, if any</li> <li>• Financial Reports ending</li> <li>• Claims/Bills for the period October 10 – November 13 as follows: <ul style="list-style-type: none"> <li>○ Township - \$36,547.46</li> <li>○ Cemetery - \$3,383.13</li> <li>○ Fire - \$16,790.84</li> </ul> </li> <li>• Committee/Commission Reports (Library and Fire Department)</li> </ul> <p>Roll call vote: Siska, yes; Johnson, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<b>CONSENT AGENDA</b>  <b>Review &amp; Action</b>
<p>Supervisor Spitler presented the Regular Meeting agenda.</p> <p><b>Moved by Johnson and seconded by Flynn</b> to accept the Regular Meeting agenda as amended adding Item 10 g - Phase I Environmental Proposal for 500 N. Hancock Street building. Voice vote. Motion carried.</p>	<b>AGENDA</b>  <b>Review &amp; Action</b>
<p>None</p>	<b>PUBLIC COMMENT ON AGENDA ITEMS</b>
<p>The Supervisor’s report was received and placed on file and included:</p> <ul style="list-style-type: none"> <li>• <i>Mold Remediation will be done by Serv Pro. Mold spore level is elevated due to the water. The cost of approximate \$1,500 will be shared equally among the Village and the Township</i></li> <li>• <i>He attended a Flood Hazards Science &amp; Preparedness Meeting on November 4. It appears that Lake Michigan may raise another 12 inches next year. He is also concerned with the low spot on Monroe Road by the Boat House.</i></li> </ul>	<b>SUPERVISOR’S REPORT</b>

<ul style="list-style-type: none"> <li>• <i>A survey was done on <u>500 N. Hancock</u>. A Phase I Environmental Study needs to be done.</i></li> <li>• <i><u>Hazardous Material Inspection</u> on the Community Hall was done on October 15. The results are forthcoming.</i></li> <li>• <i><u>Longbridge Road</u> – the project is nearly complete and rip rap will be installed on the east side today. The road has been crowned in the center as well as in direction of Monroe Road.</i></li> <li>• <i><u>Pentwater Friendship Center</u> – at its meeting of two nights ago, the Village Council discussed building a joint community center at the current location. A motion was made to send an invitation to the Township Board to discuss a joint tenancy of the Friendship Center. This is food for thought right now.</i></li> <li>• <i><u>Methodist Camp Property</u> - See Road Commission Funding Request on Page 3.</i></li> </ul>	
<p>The Clerk’s report was received and placed on file. She reminded the Board that the Job Description of the Transfer Station Operator needs to be revised.</p>	<p><b>CLERK’S REPORT</b></p>
<p>The Treasurer’s report was received and placed on file. She added that the \$10,000 payment to the title company has been made on the 500 N. Hancock Building.</p>	<p><b>TREASURER’S REPORT</b></p>
<p>The Zoning Administrator’s Report was received and placed on file. Mr. Edwards presented the proposed Zoning Ordinance changes that are quite extensive. The required public hearing had been held and there were no comments. Although, there was no “official” resolution prepared in advance by the attorney, he recommended that the changes be adopted as proposed.</p> <p>Mr. Holub asked if the building height restriction would now be 35 feet in lakefront areas. Mr. Edward’s responded in the affirmative. Building height will now be 35 feet in all zoning districts of the township.</p> <p><b>Moved by Johnson and seconded by Siska</b> to accept the 2019 Zoning Ordinance Update as presented.</p> <p>Roll call vote: Johnson, yes; Siska, yes; Flynn, yes; Holub, yes; and, Spitler, yes. Motion carried.</p> <p>The Assessor’s Report was received and placed on file.</p> <p>The Cemetery Sexton’s Report was received and placed on file.</p> <p>The Transfer Station Report was received and placed on file. Supervisor Spitler said that, after five seasons, Mr. Robert Miller submitted his letter of resignation as Transfer Station Attendant.</p>	<p><b>STAFF REPORTS – Zoning Administrator, Assessor, and Transfer Site Attendant</b></p> <p><b>2019 Zoning Ordinance Update</b></p>

<p><b>Moved by Johnson and seconded by Holub</b> to accept Mr. Miller’s resignation with regrets. Voice vote. Motion carried.</p>	<p><b>Acceptance of Resignation</b></p>
<p>Supervisor Spitler referred to a letter dated November 7, 2019 from the Oceana County Road Commission requesting financial assistance for the cost of repairs to Longbridge Road. Attached were original estimates. The request is for \$81,670.00 to pay for the crushed limestone and asphalt paving.</p> <p>Discussion ensued. Mr. Holub explained that Pentwater Township typically has cost shared with the Road Commission on “local” county roads but not on “primary” county roads. Longbridge Road is a primary county road but is also part of Route B15 which starts in Muskegon Road and terminates at Monroe Road. He suggested that if the Township Board gives the Road Commission funds for costs incurred in the current Longbridge Road repair project, that the Road Commission repay the Township in a like amount in future local road improvements.</p> <p>Mr. Spitler suggested that the \$40,000 earmarked for the purchase of property owned by the Methodist Camp be used for Longbridge Road repairs instead. The Church group does not appear to want to sell the property anyway. We may be able to lease water rights on other property; thus, a property purchase might not be needed.</p> <p><b>Moved by Spitler seconded by Johnson</b> to allocate \$75,000 for the final repairs on Longbridge Road. Discussion ensued. Roll call vote: Spitler, yes; Johnson, no; Holub, no; Siska, no; and, Flynn, no. <b>Motion failed.</b></p> <p><b>Moved by Holub seconded by Siska</b> to allocate \$25,000 for the final repairs on Longbridge Road. Roll call vote: Holub, yes; Siska, yes; Johnson, yes; Flynn, yes; and, Spitler, no. <b>Motion carried.</b></p>	<p><b>NEW BUSINESS Review &amp; Action</b></p> <p><b>Oceana County Road Commission Funding Request</b></p>
<p>Mr. Spitler related that he had been contacted by Mr. Les Munson requesting that the Township accept the donation of property located in Pythian Addition to Pythian Park which is owned by his mother.</p> <p>Discussion ensued. Mr. Edwards said that the Township does own other parcels in the area through tax reversion and/or donation. It is better to have contiguous property; however, very little property in that area is buildable.</p> <p><b>Moved by Holub seconded by Siska</b> to not accept donated property. Roll call vote: Holub, yes; Siska, yes; Flynn, yes; Spitler, yes; Johnson, yes. Motion carried.</p>	<p><b>NEW BUSINESS Review &amp; Action</b></p> <p><b>Request to Donate Property to the Township</b></p>

<p>Ms. Johnson said that she was approached by Pentwater Council Member Claudia Ressel-Hoden asking in the Township would like to join efforts with the Village regarding the 2020 Census.</p> <p>Dr. Ressel-Hodan explained a mailing of a brochure informing those who receive the 2020 Census, regardless of where they are, they can “Pick Pentwater.” Pentwater had only a 30% reporting rate during the last census in 2010. The Census affects Act 51 (road) funding done by a formula based on population, federal programs, highway funding, state revenue sharing and more.</p> <p><b>Moved by Siska and seconded by Johnson</b> to partner with the Village for the 2020 Census Pick Pentwater Campaign project Roll call vote: Siska, yes; Johnson, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p><b>NEW BUSINESS Review &amp; Action</b></p> <p><b>Request for the Township to Endorse the “Pick Pentwater Campaign”</b></p>
<p>Mr. Spitler related that he and Ms. Johnson met with the Township’s liability carrier to review the Property Liability Proposal. Discussion ensued.</p> <p><b>Moved by Johnson and seconded by Holub</b> to approve the Michigan Municipal Insurance Property and Liability Coverage Proposal in the amount of \$6,991 as submitted by EMC Insurance for the period December 1, 2019 – December 1, 2020 as follows:</p> <ul style="list-style-type: none"> <li>• \$5,655.59 General Fund</li> <li>• \$1,037.41 Cemetery Fund</li> <li>• \$298.00 General Fund – Public Officials Bond</li> </ul> <p>Roll call vote: Johnson, yes; Holub, yes; Siska, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p><b>NEW BUSINESS Review &amp; Action</b></p> <p><b>Property Liability Coverage Proposal from EMC Insurance</b></p>
<p>Ms. Johnson explained that the resolution adopting the wage compensation/per diem for the Road Committee last month had an error. She asked that it be rescinded, and a new resolution adopted.</p> <p><b>Moved by Johnson and seconded by Siska</b> to rescind the resolution dated October 9, 2019 regarding wage compensation/per diem for the Pentwater Township Road Committee due to an error. Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p> <p><b>Moved by Johnson and seconded by Siska</b> to establish the wage compensation/per diem for the Pentwater Township Road Committee for the balance of FY 2019/2020 as follows:</p> <ul style="list-style-type: none"> <li>• Chairperson - \$90.63 per meeting</li> <li>• Members - \$72.50 per meeting</li> </ul>	<p><b>NEW BUSINESS Review &amp; Action</b></p> <p><b>Road Committee Per Diem</b></p>

<p>Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	
<p>Mr. Spitler explained the proposal from Dixon Environmental Consulting, Inc. for a Phase I Environmental Site Assessment of Commercial Property at 500 N. Hancock Street at a cost of \$2,300.</p> <p><b>Moved by Johnson and seconded by Siska</b> to contract with Dixon Environmental at a cost of \$2,300. Roll call vote: Johnson, yes; Siska, yes; Holub, yes; Flynn, yes; Spitler, yes. Motion carried.</p>	<p><b>NEW BUSINESS</b>  <b>Dixon Proposal for Phase I Environmental Site Assessment for 500 N. Hancock Street</b></p>
<p>Ms. Johnson explained that a request was made from an individual to allow for pre-payment of Opening/Closing Fees. Currently, it is not allowed in the Cemetery Ordinance.</p> <p><b>Moved by Johnson and seconded by Siska</b> to not change the Cemetery Ordinance. Voice vote. Motion carried.</p>	<p><b>NEW BUSINESS</b>  <b>Request for Pre-Payment of Cemetery Services</b></p>
<p>Mr. Holub related that the Road Committee held its Organizational Meeting on Thursday, November 7, 2019 and By-Laws were adopted. He requested that the Township Board approve the same.</p> <p><b>Moved by Holub and seconded by Siska to adopt the Road Committee By-Laws as presented.</b> Voice vote. Motion carried.</p>	<p><b>NEW BUSINESS</b>  <b>Road Committee By-Laws</b></p>
<p>Ms. Jean Russell, 5545 Wayne Road, commented on the \$25,000 amount the Township had allocated to the Road Commission regarding the completion of Longbridge Road. "It was a slap in the face". She felt that amount should be greater.</p> <p>Ms. Paula DiGregorio, 270 Sands, commented on Pentwater Township and Village having two different buildings. She felt both entities should share one building. Having two buildings is too expensive. Decisions were too rushed and should have been thought through better.</p>	<p><b>PUBLIC COMMENT</b></p>
<p>Ms. Johnson expressed her gratitude to Mr. Spitler for all the work he had done working with the Road Commission. Also, she expressed her appreciation to both Mr. Spitler and Mr. Flynn for their efforts in obtaining the building on 500 N. Hancock Street for use as Township Offices.</p>	<p><b>OTHER ITEMS FROM BOARD MEMBERS</b></p>
<p><b>Moved by Johnson and seconded by Siska</b> to adjourn the meeting at 7:17 p.m. Motion carried.</p>	<p><b>ADJOURNMENT</b></p>
<p>_____</p> <p>Sue Ann Johnson, Township Clerk</p>	<p>_____</p> <p>Date</p> <p><b>Minutes Prepared by Barbara Siok, Recording Secretary</b></p>