

**Pentwater Township  
Ad Hoc “City Committee” Meeting Minutes  
October 25, 2022**

**I. Call To Order:** The meeting began at approximately 1:05pm. First meeting—therefore, no call to order.

**II. Attendance:**

Present:

Committee Members:

Brian Prescott	Karl Schrupf	Dave Spitler
Chuck Smith	Nancy Arvai	Trystin Vanderstelt

Pentwater Township Board Members:

Heather Douglas	Maureen Murphy
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Pentwater Township Staff:

Keith Edwards	Barbie Eaton
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Village Council Members:

Kathy O’Conner (Liaison for Pentwater Village)

Absent:

Carol Feltes (Committee Member)

**III. Opening:**

**A. Pledge of Allegiance and Roll Call**

Keith Edwards explained the reason why the committee was formed, as well as the purpose of the committee: The Village of Pentwater is considering seeking incorporation as a city, which would separate it from the township. This would be decided by a vote of Pentwater Village residents. The Village has proposed a vote in August of 2023. (Kathy O’Conner later noted that this date will likely be pushed back. Keith noted that the process of incorporating as a city generally takes 2-4 years.) This is an Ad Hoc Township Committee whose purpose is to explore the implications of the Village becoming a city and to present information and recommendations to the Pentwater Township Board. The committee reports to the Pentwater Township Board as a whole and not any individual on the Board.

Committee Members, Village Board Members, and Village Council Member went around the table and introduced themselves.

#### **IV. Approval of Agenda, Minutes, and Chairperson's Remarks:**

##### **A. Approval of the Agenda:**

Unanimously approved.

##### **B. Approval of the Minutes:**

First meeting—therefore no previous minutes.

#### **V. Old Business:**

First meeting—therefore no old business.

#### **VI. New Business:**

##### **A. Nomination and election of Chairperson:**

Karl Schrupf volunteered to be Chairperson of the Committee.  
Unanimously approved.

##### **B. Nomination and election of Secretary:**

Trystin Vanderstelt volunteered to be Secretary of the Committee.  
Unanimously approved.

##### **C. Consideration for establishing a 2022-2023 Meeting Schedule:**

Dave Spitler moved that Committee meetings will be held the 2<sup>nd</sup> Tuesday of every month (starting December 13, 2022), 1-2pm, at the Pentwater Township Office (500 N. Hancock, Pentwater). Trystin Vanderstelt seconded. Unanimously approved.

##### **D. Review and consideration of a proposal from the Citizens Research Council of Michigan:**

Keith Edwards presented a Citizens Research Council of Michigan handout. The Citizens Research Council of Michigan is a privately funded, not-for-profit public affairs research organization located in Livonia, MI. Keith explained that the Council would provide a factual, unbiased, independent report to the Committee with regard to the scope of work involved in, and implications of, the Village incorporating as a city. Cost would be \$8000. Keith noted that the Council does not have a political affiliation and that the Michigan Municipal League recommends this Council.

Township Board Members and Kathy O'Conner mentioned various documents that would be helpful (i.e., A PowerPoint of what the Citizens Research Council prepared for Onekama, and others). They will send these to Committee members after the meeting.

Chuck Smith moved that the Committee hire Citizens Research Council of Michigan. Dave Spitler seconded.

Discussion: Brian Prescott and Trystin Vanderstelt both voiced that they would like some time to review the documents and information that were given to the Committee at the meeting before making a decision on whether to hire Citizens Research Council and pay \$8000.

Chuck Smith and Dave Spitler withdrew their previous motion.

Brian Prescott moved to have 24 hours to review information. Trystin Vanderstelt seconded. The Committee will briefly reconvene on Thursday, October 27, 2022, at 1pm. Unanimously approved.

#### **VII. Other Items From Committee Members:**

-Heather Douglas noted that there is misinformation going around the Village that Village residents are paying double taxes. She noted this is not true and had a handout showing why.

-The Township would be losing approximately 45% of its current tax revenue if the Village incorporated as a city.

-The mileage could increase up to 20 mills if the Village incorporated as a city.

-Karl Schrupf noted that it was important for this Committee's task to be "done right".

-Heather Douglas presented Juanita Pearman's previous research on the topic (a bag of hardcopies), which was given to Chairperson, Karl Schrupf.

-Heather Douglas suggested there be a liaison to the Village Meetings.

Nancy Arvai so moved and volunteered. Brian Prescott seconded. Unanimously approved.

**VIII: Public Comment:**

Paula: Asked a question about impact on taxes.

Keith Edwards and Heather Douglas determined that an answer could not be given at present.

Joan: Stated that she thought the Committee didn't need to think about using the Citizens Research Council and should decide to do so now.

Everet: Stated that the "fine print must be known", to "keep it simple" for the public, and recommended following formal procedure for speaking around the table. (Robert's Rules apply)

Valerie: Asked if the Village Meetings were open to the public.

Kathy O'Conner: Yes

It was noted that there are Village Meetings open to the public, Township Meetings open to the public, and this Committee's meetings which are open to the public. Kathy O'Connor noted that the Village has a "City Feasibility Group" reviewing the topic.

It was clarified that only Village residents would decide whether the Village incorporates as a city. Township residents would not vote.

**IX: Adjournment:**

Chuck Smith moved to adjourn. Nancy Arvai seconded. Unanimously approved. Adjourned at 2:23pm.

**Approved by the Pentwater Township City Committee on October 27, 2022**

**Signed: Trystin Vanderstelt**