

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 <i>Approved Minutes</i> 12 July 2023 ZOOM Available for Audience </p>	
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p>Members Present: Cavazos, Flynn, Holub</p> <p>Members Absent: Murphy, Douglas</p> <p>Staff Present: Glenn Beavis - Deputy Clerk, and Keith Edwards – Zoning Administrator and Deputy Supervisor</p> <p>Others Present: Tom Roose, Valerie McHugh, David Bossick – Managing Editor, Ludington Daily News, Paula DeGregorio, Dean Gustafson, Jean Russell</p> <p>Present via Zoom: Cathy Crumb</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Flynn and seconded by Holub to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes (June 14, 2023) • Correspondence: None • Budget Reports: • Claims/Bills (payroll, paid, and to be paid) for the 6/15/23 thru 7/12/23 as follows: <ul style="list-style-type: none"> ○ Township - \$39,954 (includes any Road Fund payroll) ○ Cemetery - \$2,451 ○ Fire - \$4,192 ○ Road - \$0 ○ Sewer - \$9,444 <p>Roll call vote: YES: Cavazos, Flynn, Holub NO: None Motion Carries</p>	<p>CONSENT AGENDA - Review & Action</p>
<p>Moved by Holub and seconded by Flynn to accept the meeting as presented.</p> <p>Roll call vote: Yeas: Cavazos, Flynn, Holub Nays: None Motion Carried</p>	<p>MEETING AGENDA</p>
<p>None</p>	<p>PUBLIC COMMENTS</p>
<p>Ms. Cavazos related the following:</p> <p>1. Update on Fishing Platform on Longbridge</p> <ul style="list-style-type: none"> • Underwater inspection has been completed by divers hired by OCRC. The 	<p>SUPERVISOR'S REPORT</p>

<p>Township’s share of the cost will be just under \$1,000.</p> <ul style="list-style-type: none"> • The Fishing Platform continues to be closed to the public – signs are posted and fencing is in place to warn people not to use the platform on the East Side of the bridge. • The OCRC plans to do a temporary fix this fall which will involve replacing the rusted beam sitting on the abutment wall. The inspection indicated that the temporary/short term fix is viable in terms of safety. The estimated cost for the Township is \$19,400. <p>2. Friends of the Pentwater Cemetery – Summer Project</p> <ul style="list-style-type: none"> • The summer project will focus on the cleaning of Headstones in Sections 12 & 13 in the old part of the cemetery. • The cleaning will take place on Saturday, July 22, 2023 from 9:00 AM – Noon. • Reminder to volunteers to bring safety glasses, gloves, and a garden sprayer. The chemical being used to clean the headstones is D2 – a biodegradable chemical that removes stains and growth of algae, moss, mold, etc. <p>3. Pentwater Township – Presentation and Question & Answer Session</p> <ul style="list-style-type: none"> • There will be two schedule opportunities for citizens of the Village and Township of Pentwater to hear an overview of the report: “Evaluating the Potential Impacts on Pentwater Township if Pentwater Village Incorporates as a City.” Attendees will also participate in a “Question and Answer “ session to learn more about the impact on Pentwater Township. • Location: Pentwater Baptist Church Meeting Room, 101 S. Rush St., Pentwater • Dates & Times: Thursday, July 20th from 6:00 PM – 7:30 PM Thursday, August 17th from 6:30 PM – 8:00 PM 	
Clerk Murphy was absent. No prepared report provided.	CLERK’S REPORT
Treasure Douglas was absent. No prepared report provided.	TREASURER’S REPORT
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> • Fire Department and Recreation • (The Library Board did not meet. Next meeting scheduled for August) • Recreation • Assessor 	OTHER DEPARTMENTAL REPORTS Library, Fire Department Recreation and Assessor
The following Staff reports were received and placed on file:	STAFF REPORTS

<ul style="list-style-type: none"> Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer Transfer Station <p>Reports not provided this period:</p> <ul style="list-style-type: none"> Cemetery 	<p>Zoning, Assessing, Cemetery, Transfer Station</p>
<p>Unfinished Business:</p> <p>a. Capital Improvement Plan (CIP) Supervisor Cavazos presented a one year only CIP for both the General Fund and the Cemetery with the understanding that a more comprehensive process extending over several years (6?) will be required as a result of the Township assuming responsibility for the septic/sewer systems from the village.</p> <p>Motion by Cavazos, seconded by Holub to accept the Capital Improvement Plan for Fiscal Year 2023/24</p> <p>Roll call vote: Yeas: Flynn, Cavazos, Holub Nays: None Motion: Carries</p>	<p>UNFINISHED BUSINESS a) Capital Improvement Plan</p>
<p>Unfinished Business:</p> <p>Proposed Comprehensive Sewer Ordinance No. 2023-3</p> <p>Deputy Supervisor Edwards recommended that review of this proposed ordinance be postponed until next month pending further review of the document with our attorneys.</p> <p>Review postponed.</p>	<p>UNFINISHED BUSINESS b) Proposed Comprehensive Sewer Ordinance No. 2023-3</p>
<p>Unfinished Business:</p> <p>Resolution 2023-08.1, Non-Elected Employee Salary & Wage Schedule</p> <p>Motion by Holub, seconded by Flynn to approve Resolution 2023-08.1 which revises Deputy Supervisor salary and Deputy Clerk & Deputy Treasure hourly rates to all be set at a consistent rate of \$20.00/hour</p> <p>Roll call vote: Yeas: Flynn, Cavazos, Holub Nays: None Motion: Carries</p>	<p>UNFINISHED BUSINESS c) Resolution 2023-08.1, Non-Elected Employee Salary & Wage Schedule</p>
<p>Unfinished Business:</p> <p>c. Clerk/Treasurer Compensation for Non-Statutory Duties</p> <p>Motion by Holub, seconded by Cavazos to approve Township Clerk</p>	<p>UNFINISHED BUSINESS D) Clerk/Treasure Compensation for Non-Statutory</p>

<p>compensation in the amount of \$3,000 for non-statutory cemetery duties for the 2023/24 fiscal year, and to approve \$3,000 to the Township Treasurer for non-statutory sewer systems duties, also for the 2023/24 fiscal year.</p> <p>Roll call vote: Yeas: Holub, Cavazos, Flynn Nays: None Motion: Carries</p>	<p>Duties</p>
<p>New Business:</p> <p>a. Q1 2023 Budget Amendments</p> <p>Motion by Holub, seconded by Flynn to approve Q1 2023 budget amendments as presented for the General, Cemetery, and Fire Funds. These amendments will result in no net change to budgeted fund amounts established at the beginning of the fiscal year.</p> <p>Roll call vote: Ayes: Holub, Flynn, Cavazos Nays: None Motion: Carries</p>	<p>NEW BUSINESS a) Q1 2023 Budget Amendments</p>
<p>New Business:</p> <p>b. Draft Master Plan – Approval for Distribution to All Required Agencies</p> <p>Distribution of the draft Master Plan to required agencies for review is a required step in the process toward finalizing the document. ZBA Administrator Edwards anticipates completion of the final document to occur in the October 2023 timeframe.</p> <p>Motion by Cavazos, seconded by Holub to approve distribution of the draft Master Plan to the required agencies for review.</p> <p>Roll call vote: Ayes: Cavazos, Holub, Flynn Nays: None Motion: Carries</p>	<p>NEW BUSINESS b) Draft Master Plan – Approval for Distribution</p>
<ul style="list-style-type: none"> • Jean Russell recommends that the Township consider purchasing a heat pump when replacing the current air conditioner system. She notes the efficiency of such devices, including during the winter months. • Tom Roose thanks the Township for pumping out the 20,000 gallon septic tank that evidently has been neglected by the Village for many years. He also asked if there was a moratorium in place which prevents additional (new) homes to be added to the septic system. Deputy Supervisor Edwards advised that no such moratorium is currently in place. 	<p>PUBLIC COMMENTS</p>

<ul style="list-style-type: none"> • David Bossick introduced himself as the new Managing Editor/Sports Editor for the Ludington Daily News, Shoreline Media and other associated media outlets. He can be reached at editor@oceanaheraldjournal.com or editor@ludingtondailynews.com • 	
None	OTHER ITEMS from BOARD MEMBERS
Moved by Flynn and seconded by Holub to adjourn the meeting at 6:57 PM. Motion carried.	ADJOURNMENT
<p>_____</p> <p>Maureen Murphy, Township Clerk</p>	<p>Prepared by Deputy Clerk Glenn Beavis</p>