

<p style="text-align: center;"> <b>PENTWATER TOWNSHIP BOARD</b>  <b>PENTWATER COMMUNITY HALL</b>  <b>500 N. HANCOCK STREET, PENTWATER, MI 49449</b>  <b><i>Approved Minutes</i></b>  <b>9 August 2023</b>  <b>ZOOM Available for Audience</b> </p>	
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Cavazos, Murphy, Douglas, Flynn, Holub</p> <p><b>Members Absent:</b> None</p> <p><b>Staff Present:</b> Glenn Beavis - Deputy Clerk, and Keith Edwards – Zoning Administrator and Deputy Supervisor</p> <p><b>Others Present:</b> Dave Spitler, Ron Christians, Al Brosky, Paula DeGregorio, David Bossick, Mark Nettleton, Lynn Roose, Dean Gustafson, Jean Russell</p> <p><b>Present via Zoom:</b> Cathy Crumb, Amy LaBarge, Kathleen O’Conner, and one unidentified woman.</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>
<p>Moved by Flynn and seconded by Douglas to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> <li>● Prior Meeting Minutes (<a href="#">July 12, 2023</a>)</li> <li>● Correspondence: None</li> <li>● Budget Reports:</li> <li>● Claims/Bills (payroll, paid, and to be paid) for the <a href="#">6/15/23 thru 8/8/23</a> as follows: <ul style="list-style-type: none"> <li>○ Township - <a href="#">\$64,174</a> (includes any Road Fund payroll)</li> <li>○ Cemetery - <a href="#">\$4,736</a></li> <li>○ Fire - <a href="#">\$67,896</a></li> <li>○ Road - <a href="#">\$4,344</a></li> <li>○ Sewer - <a href="#">\$35,704</a></li> </ul> </li> </ul> <p>Roll call vote:  YES: Cavazos, Flynn, Holub, Murphy, Douglas  NO: None  Motion Carries</p>	<p><b>CONSENT AGENDA - Review &amp; Action</b></p>
<p>Moved by Holub and seconded by Flynn to accept the meeting as presented.</p> <p>Roll call vote:  Yeas: Cavazos, Flynn, Holub, Murphy, Douglas  Nays: None  Motion Carried</p>	<p><b>MEETING AGENDA</b></p>
<p>None</p>	<p><b>PUBLIC COMMENTS</b></p>
<p>Ms. Cavazos related the following:</p> <ol style="list-style-type: none"> <li>1. <b>Explanation of High E.coli readings.</b></li> </ol>	<p><b>SUPERVISOR’S REPORT</b></p>

<p>Pat Hooyman, President of the Pentwater Lake Association and Chair of the Water Testing Committee, sent an email to Lynne Cavazos as the Supervisor for the Township and to Chris Brown as the Village Manager, to ensure that we were aware of the high E.coli readings that were found in several testing sights.</p> <ul style="list-style-type: none"> <li>PLA test for E.lcoli as part of their water testing protocol and any reading above 300 cfu/100mls is considered high. Reading taken on July 13<sup>th</sup> and July 17<sup>th</sup> revealed the following: <ul style="list-style-type: none"> <li>July 13<sup>th</sup>: North Branch of Pentwater River (two locations): 687 cfu/100mls and 921 cfu/100 mls, South Branch of the Pentwater River: - 345cfu/100mls, Pentwater Village Creek at Clymer ST. – 1203 cfu/100 mls.</li> <li>July 17<sup>th</sup>: Village Creek in Pentwater Village at Charlie’s Marina, Pentwater Rivere North Branch at 104<sup>th</sup> Ave – 517 cfu/100mls, and Pentwater River/Cedar Creek at 96<sup>th</sup> Ave – 1986 cf/100mls.</li> </ul> </li> <li>The Pentwater Lake Association is currently doing Source Testing (genetic protocol) to determine the potential source of the E.coli. The Source Testing will determine if the source is from Humans, other Mammals (pig, cow, deer) or Birds (geese, ducks).</li> <li>Additional genetic testing will be done, if needed, to more specifically identify the source.</li> </ul> <p>Pat Hooyman will continue to send test results to the Township and Village if high reading continue to occur through the rest of the summer.</p> <p><b>2. Update on Pentwater Township – Presentation and Question &amp; Answer Session</b></p> <ul style="list-style-type: none"> <li>The first Pentwater Township “Question and Answer Sessions” regarding the impact on Pentwater Township if the Village becomes a city was held on Thursday, July 20<sup>th</sup> at 6:00 PM at the First Baptist Church in Pentwater.</li> <li>A special Thank You to Pastor Mark and Melanie for hosting the event and assisting us with all of our audio/visual needs.</li> <li>The turnout was terrific – we had 97 residents signed in for the meeting.</li> </ul> <p>8 Township Staff were in attendance along with 3 of the City Township Committee.</p> <p>Mary Barker, Library Director and Jonathan Hugoet, Pentwater Fire Chief were also available to answer questions.</p> <ul style="list-style-type: none"> <li>The next scheduled opportunity for citizens of the Village and Township of Pentwater to participate in a Question &amp; Answer Session with be Thursday, August 17<sup>th</sup> from 6:30 PM – 8:00 PM at the Pentwater Baptist Church Meeting Room, 101 S. Rush St., Pentwater, MI 49449. Please invite friends and Neighbors to attend.</li> </ul>	
<p>Clerk Murphy related the following: <b>2023 Audit:</b></p>	<p><b>CLERK’S REPORT</b></p>

<ul style="list-style-type: none"> <li>• The 2023 Audit is scheduled to begin Monday, August 14<sup>th</sup> and is expected to run two days</li> <li>• I need to know if Treasurer and Supervisor are working on the documents needed for the Audit and will they be ready by Monday.</li> <li>• The auditor will verify that the Township Office complies with Michigan Department of Treasury’s current Uniform Chart of Accounts document. The Clerk’s office has completed the process, of updating the G/L numbers ourselves.</li> </ul> <p><b>Elections</b></p> <ul style="list-style-type: none"> <li>• On July 18, 2023 Governor Whitmer signed 9 bipartisan Senate and House into law that expands voting rights. The most significant is the 9 days of early voting for statewide and federal elections.</li> <li>• The Clerk’s office will be attending an Election meeting with the County Clerk on August 16<sup>th</sup>, to discuss what the impacts of the new laws will mean for future elections and ways to keep the voting process running smoothly.</li> <li>• I want to Thank everyone who has turned in an application to become an Election Inspector.</li> </ul> <p>I will send out an update to all current and potential Election Inspectors after the meeting on the 16<sup>th</sup> with the County Clerk.</p> <p><b>Pentwater City</b></p> <ul style="list-style-type: none"> <li>• Please mark your calendars for August 17, 2023 at 630pm for our 2<sup>nd</sup> Meeting on the impacts to the Township if the Village becomes a City.</li> </ul> <p><b>Household Hazardous Waste Day</b></p> <ul style="list-style-type: none"> <li>• The Oceana Conservation District will be holding Household Hazardous Waste Collection Day.</li> <li>• August 19, 2023 from 9am – 1pm at the Hart DPW 1010 State Street</li> </ul>	
<p>Treasure Douglas presented her bank balance summary</p>	<p><b>TREASURER’S REPORT</b></p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• Fire Department</li> <li>• (The Library Board did not meet. Next meeting scheduled for August)</li> <li>• Recreation</li> <li>• (Assessor report not provided this period)</li> </ul>	<p><b>OTHER DEPARTMENTAL REPORTS</b>  <b>Library, Fire Department Recreation and Assessor</b></p>
<p>The following Staff reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• Deputy Supervisor, Zoning Administrator &amp; Ordinance Enforcement Officer</li> <li>• Transfer Station</li> <li>• Cemetery</li> </ul> <p>Reports not provided this period:</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>STAFF REPORTS</b>  <b>Zoning, Assessing, Cemetery, Transfer Station</b></p>

<p><b>Unfinished Business:</b> (None)</p>	<p><b>UNFINISHED BUSINESS</b></p>
<p><b>New Business:</b> <b>Bids on Vacant Lot #64-044-560-076-00</b></p> <p>Motion by Holub, seconded by Douglas to reject the offer received from Curt Beenen for the amount of \$15,000. This offer was deemed to be well below current market value. No other bids were received.</p> <p>Roll call vote: Ayes: Holub, Flynn, Cavazos, Murphy, Douglas Nays: None Motion: Carries</p>	<p><b>NEW BUSINESS a)</b> <b>Bids on Vacant Lot #64-044-560-076-00</b></p>
<p><b>New Business:</b> <b>Resolution 2023-16: Resolution to Authorize an Interfund Loan to Pay for Initial Costs for Operation and Maintenance of Township Sewer System and Provide Terms for the Repayment Thereof.</b></p> <p>Motion by Cavazos, seconded by Member Holub to borrow \$125,000 from the Township General Fund to fund the Township Sewer Fund and pay back the money at 2.5% interest rate with a 5-year maximum payback timeline.</p> <p>It should be noted that the Resolution calls for the first principal payment on the loan to be a minimum of \$25,000 and shall be paid on or before April 1, 2024.</p> <p>Roll call vote: Ayes: Holub, Flynn, Cavazos, Murphy Nays: Douglas Motion: Carries</p>	<p><b>NEW BUSINESS b)</b> <b>Resolution 2023-16: General Fund Loan to Sewer/Septic Fund</b></p>
<p><b>New Business:</b> <b>Proposal to Request that the Oceana County Road Commission Solicit Bids for the Temporary Repair of the Longbridge Fishing Deck</b></p> <p>Motion by Douglas, seconded by Holub approve a request to the Oceana County Road Commission that they solicit bids for a temporary repair of the Longbridge Fishing Deck</p> <p>Roll call vote: Ayes: Holub, Flynn, Cavazos, Murphy, Douglas Nays: None Motion: Carries</p>	<p><b>NEW BUSINESS c)</b> <b>Proposal to Request that the Oceana County Road Commission Solicit Bids for the Temporary Repair of the Longbridge Fishing Deck</b></p>

<p><b>New Business:</b>  <b>Transfer Station Dates for Fall Leaf &amp; Brush Disposal</b></p> <p>Motion by Cavazos, seconded by Douglas to approve the following dates for 2023 Fall leaf &amp; brush disposal:  <b>Saturdays, Nov 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>, and 25<sup>th</sup></b></p> <p>Roll call vote:  Ayes: Holub, Flynn, Cavazos, Murphy, Douglas  Nays: None  Motion: Carries</p>	<p><b>NEW BUSINESS d)</b>  <b>Transfer Station Dates for Fall Leaf &amp; Brush Disposal</b></p>
<p><b>New Business:</b>  <b>Move to Closed Session to Review Township Attorney Client-Privileged Communication</b></p> <p>At 6:49 p.m the following motion was made:</p> <p>Motion by Murphy, seconded by Holub to move to Closed Session</p> <p>Roll call vote:  Ayes: Holub, Flynn, Cavazos, Murphy, Douglas  Nays: None  Motion: Carries</p>	<p><b>NEW BUSINESS e)</b>  <b>Move to Closed Session to Review Township Attorney Client-Privileged Communication</b></p>
<p><b>Regular Board Meeting Called Back to Order</b></p> <p>The Regular Board meeting was called back to order at 7:15 p.m.</p>	<p><b>Call to Order</b></p>
<p><b>New Business:</b>  <b>Consideration of Appeal of FOIA Fee (John Stears Request)</b></p> <p>Motion by <u>Cavazos</u>, supported by <u>Holub</u>, to uphold the calculation of the \$120 fee to Mr. Stears for a six month subscription of specified public records as set forth in the FOIA Coordinator’s July 20, 2023 letter to Mr. Stears with the finding that the fee is reasonable, is calculated in the manner provided under FOIA and the Township’s FOIA Policy, and is based on a reasonable estimate of the amount of time necessary for the lowest-paid hourly employee of the Township to prepare the requested public records and provide such records in the format requested by Mr. Stears, with certification from the Township Board that the statements in its findings are accurate and the fee amount complies with the Township’s FOIA policy and Section 4 of FOIA, and authorize and direct the Township Clerk, as the FOIA Coordinator and with the</p>	<p><b>NEW BUSINESS f)</b>  <b>Consideration of Appeal of FOIA Fee (John Stears Request)</b></p>

<p>assistance of the Township Attorney, to notify Mr. Stears of the Township Board's decision to uphold the fee.</p> <p>Roll call vote:  Ayes: Holub, Flynn, Cavazos, Murphy, Douglas  Nays: None  Motion: Carries</p>	
<ul style="list-style-type: none"> <li>• David Spitler commented on the much needed Longbridge Fishing Deck repair</li> <li>• Ron Christians complimented the Fire Department on the great job they did in repainting the Fire Barn</li> </ul>	<b>PUBLIC COMMENTS</b>
None	<b>OTHER ITEMS from BOARD MEMBERS</b>
Moved by Flynn and seconded by Holub to adjourn the meeting at 7:37 PM. Motion carried.	<b>ADJOURNMENT</b>
<p>_____</p> <p>Maureen Murphy, Township Clerk</p>	<p>_____</p> <p>Date</p> <p><b>Prepared by Deputy Clerk Glenn Beavis</b></p>