

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 <i>Approved Minutes</i> 13 December 2023 ZOOM Available for Audience </p>	
<p>Supervisor Cavazos called the Regular Board Meeting to order at 6:01 PM</p> <p>Members Present: Cavazos, Douglas, Flynn, Holub</p> <p>Members Absent: Murphy</p> <p>Staff Present: Keith Edwards – Deputy Supervisor & Zoning Administrator</p> <p>Others Present: Al Brosky, Tom Roose, Valarie McHugh</p> <p>Present via Zoom: Dave Spittler, Ross Feltes, Cathy Crumb, Everett Horton, Steve Erley, & “Jeff”</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Douglas and seconded by Flynn to accept the Consent Agenda as presented:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes (November 8, 2023, November 15) • Correspondence: Chris Brown • Budget Reports: • Claims/Bills (payroll, paid, and to be paid) for the 11/3/23 thru 12/13/23 as follows: <ul style="list-style-type: none"> ○ Township - \$49,173 (includes any Road Fund payroll) ○ Cemetery - \$8,853 ○ Fire - \$8,407 ○ Road - \$0 ○ Sewer - \$7,378 <p>Roll call vote: Yes: Cavazos, Flynn, Holub, Douglas No: None Motion Carries</p>	<p>CONSENT AGENDA - Review & Action</p>
<p>Moved by Holub and seconded by Douglas to accept the meeting agenda as presented.</p> <p>Roll call vote: Yes: Cavazos, Flynn, Holub, Douglas No: None Motion Carried</p>	<p>MEETING AGENDA</p>
<ul style="list-style-type: none"> • None 	<p>PUBLIC COMMENTS</p>
<p>Supervisor Cavazos communicated the following:</p> <ol style="list-style-type: none"> 1. Update/Clarification on Pentwater Pathways Oceana County Cross Country Ski Association (OCCSA) urges cross country skiers to use the 52nd/Railroad Avenue entrance off Longbridge Road to enter 	

<p>Pentwater Pathway. They also recommend that visitors park in the second parking area that will be flatter for cars.</p> <p>Note: The two-track off Wayne Road (used to be the entrance to Pentwater Pathways) is a Private Road now and is no longer plowed or open to the public.</p> <p>2. At the 12-12-23 Village Council meeting, I read the following response during the 2nd Public Comment session regarding the Village Manager’s 2 and ½ page report on the documents the Township prepared for the transfer of the North & South Sewer Systems from the Village to the Township:</p> <p style="padding-left: 40px;">The Township has been willing to work cooperatively with the Village with respect to the transfer of these systems, but the Village wants the Township to take these assets “AS IS” without questions asked, without an assessment of the condition of the systems, and without returning customer funds that have been paid for the operation and maintenance of the system.</p> <p style="padding-left: 40px;">The Township cannot assume liability for a system which the Township has not been responsible for forty years unless there is either clear information on the status and condition of the system (which has not been provided, which necessitated the Township paying for the F&V evaluation report)</p> <p>3. Thank you to the Rottschafer’s for the amazing scones they dropped off at the Township Office for our holiday eating pleasure.</p>	
<p>No Clerk’s Report this period due to illness.</p>	<p>CLERK’S REPORT</p>
<p>Treasure Douglas presented her bank balance summary and mentioned that there was an inadvertent \$0.68 overcharge on tax bills which contain Pentwater Lake Improvement Board (PLIB) special assessment. Approximately 240 tax bills are affected. Cash refunds are available at the Treasurer’s office.</p>	<p>TREASURER’S REPORT</p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> • Library • Fire Department • Recreation 	<p>OTHER DEPARTMENTAL REPORTS Library, Fire Department and Recreation</p>
<p>The following Staff reports were received and placed on file:</p> <ul style="list-style-type: none"> • Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer • Transfer Station • Cemetery • Assessor 	<p>STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station</p>
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • None 	<p>UNFINISHED BUSINESS</p>
<p>New Business:</p>	<p>NEW BUSINESS a)</p>

<p>The Calander Year 2024 Annual Holiday & Office Observance Calendar was proposed as follows:</p> <p style="text-align: center;"> New Year’s Day <u>2024</u>: Monday, Jan 1 Martin Luther King Day: Monday, Jan 15 President’s Day: Monday, Feb 19 Memorial Day: Monday, May 27 Juneteenth: Wednesday, Jun 19 Independence Day: Thursday, July 4 & Friday, July 5 Labor Day: Monday, Sept 2 Columbus Day: Monday Oct 14 Veterans’ Day: Monday, Nov 11 Thanksgiving Day: Thursday, Nov 28 & Friday, Nov 29 Thanksgiving: Thursday, Nov 28 Christmas Eve Day thru New Year’s Eve Day: Tuesday, Dec 24 thru Tuesday, Dec 31 </p> <p>Moved by Holub, seconded by Douglas to adopt the holiday calendar as presented.</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	Calander Year 2024 Annual Holiday & Office Observance Calendar
<p>Motion by Flynn, seconded by Holub to adopt Resolution 2023-22: Resolution Regarding the Establishment of Township Board Meeting Dates/Times for Calendar Year 2024</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	NEW BUSINESS b) Resolution 2023- 22: 2024 Township Board Meeting Dates & Times
<p>Motion by Cavazos, seconded by Douglas to approve recommended Township road improvements as follows:</p> <ul style="list-style-type: none"> • Hilltop Ct., Crescent Dr., & Bent Pine Dr. – Crack pour, chip seal and fog coat - \$55,000* • Wayne Road – Asphalt wedge (Township line to newer chip seal section) - \$60,000** • Bone Avenue – Gravel/Slag (Intersection of BR 31 to 200’ north) - \$5,000 • Lansing Avenue - Intersection with BR 31 – Improve Drainage - \$0 (OCRC) • Local Gravel/Earthen Roads – Brining - \$8,000 • Road Committee – Administration - \$2,000 <p>* Cost estimates (attached) from Mark Timmer, OCRC **Balance of project (chip seal & fog coat) would be completed in 2025 pending renewal of the road millage or allocation of Township funds</p>	NEW BUSINESS c) Proposed Township Road Improvements for 2024

<p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	
<p>Moved by Holub, seconded by Douglas to postpone Q3 budget amendments until the next regular Board Meeting to be held in January 2024.</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	<p>NEW BUSINESS d) Q3 Budget Amendments</p>
<p>Moved by Douglas, seconded by Holub to approve payment of \$10,270 for annual township property & liability insurance.</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	<p>NEW BUSINESS e) Annual Township Property & Liability Insurance</p>
<p>Moved by Douglas, seconded by Holub to adopt Resolution 2023-21: Adopting the Master Plan of 2023 and Rescinding All Resolutions In Conflict Therewith, which adopts Planning Commission Resolution 2023-20</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p>	<p>NEW BUSINESS f) Resolution 2023- 21: Adoption of Master Plan of 2023</p>
<p>Moved by Holub, seconded by Douglas to adopt Resolution (no number) to approve the submission of the Water Resources Division Grant application to the Michigan Coastal Management Program.</p> <p>Roll call vote: Yes: Holub, Flynn, Cavazos, Douglas No: None Motion: Carries</p> <p>NOTE: A post-facto number of 2023-23 has been assigned to this resolution for our records</p>	<p>NEW BUSINESS g) Resolution (post- facto 2023-23) Michigan Coastal Management Program Grant Application</p>
<p>The Fleis & Vanderbrink Sewer System Report & enclosed recommendations for needed sewer maintenance and improvements were reviewed. Planning for funding critical maintenance is required and will need to be included in future Capital Improvement Plans.</p>	<p>NEW BUSINESS h) DISCUSSION: Fleis & Vanderbrink Sewer System Report</p>
<p>Comments were made by Al Brosky, Tom Roose, Dave Spitler, and Everett Horton which primarily focused on the sewer system and Oceana County Road Commission activity. Board members were also wished a Merry Christmas and Happy New Years by Mr. Brosky.</p>	<p>PUBLIC COMMENTS</p>

<ul style="list-style-type: none"> • None 	OTHER ITEMS FROM BOARD MEMBERS
Moved by Flynn, seconded by Douglas to adjourn the meeting at 7:30 PM. Motion carried.	ADJOURNMENT
_____ Maureen Murphy, Township Clerk	Notes by Keith Edwards & formalized by Glenn Beavis _____ Date