

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 <i>Approved Minutes</i> 10 January 2024 ZOOM Available for Audience </p>	
<p>Supervisor Cavazos called the Regular Board Meeting to order at 6:02 PM</p> <p>Members Present: Cavazos, Murphy, Douglas, Flynn, Holub</p> <p>Members Absent: None</p> <p>Staff Present: Keith Edwards – Deputy Supervisor & Zoning Administrator</p> <p>Others Present: Al Brosky, Tom Roose, Jeff Wrisley, Paula Degregorio, Cathy Crumb, Mark Trierweiler, Chris Conroy</p> <p>Present via Zoom: Dave Spitler, Carol Triebel, Joan/Ted Cuchna</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Douglas and seconded by Holub to accept the Consent Agenda as amended to include correspondence from Charter Communications:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes (December 13, 2023) • Correspondence: Charter Communications • Budget Reports: (4/1/23 thru 12/31/23) • Claims/Bills (payroll, paid, and to be paid) for the 12/14/23 thru 1/4/24 as follows: <ul style="list-style-type: none"> ○ Township - \$46,314 (includes any Road Fund payroll) ○ Cemetery - \$2,919 ○ Fire - \$6,048 ○ Road - \$0 ○ Sewer - \$7,979 <p>Roll call vote: Yes: Cavazos, Murphy, Flynn, Holub, Douglas No: None Motion Carries</p>	<p>CONSENT AGENDA - Review & Action</p>
<p>Moved by Flynn and seconded by Cavazos to accept the meeting agenda with revision to add agenda item regarding CY2024 IRS Mileage Reimbursement Rate.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Flynn, Holub, Douglas No: None Motion Carried</p>	<p>MEETING AGENDA</p>
<ul style="list-style-type: none"> • Chris Conroy thanks The Board for approving the Master Plan. She also reviewed the agenda for the upcoming MTA Annual Educational Conference in advance of today’s meeting and sees value in our attending the conference. Finally, she asked that we query the MTA as to why they do not support Michigan House Bill 	<p>PUBLIC COMMENTS</p>

<p>4729 regarding proposed workman’s compensation for fire fighters injured while on duty</p> <ul style="list-style-type: none"> • Mark Trierweiler acknowledged Chris Conroy for her years of effort in supporting development of the Master Plan 	
<p>Supervisor Cavazos communicated the following:</p> <ol style="list-style-type: none"> 1. Update on Jean Russell <p>Jean is still at Blodgett Hospital in Grand Rapids and making progress with her recovery. The plan is for her to be transferred to Mary Free Bed for physical therapy before coming back to Pentwater. The hope is she will be able to come home in early February with home health care.</p> <ol style="list-style-type: none"> 2. 2024 MTA Capital Conference <p>The Capital conference this year will be held on January 23, 2024 at the Lansing Center.</p> <p>The special topics will focus on Local Government, Election Changes, Capital Updates and issues related to Renewable Energy. The Lunch Session is set up for township officials to meet with their local legislators. Maureen, Lynne and Glenn will be attending the one-day conference.</p> <ol style="list-style-type: none"> 3. Monday – January 15, 2024, is Martin Luther King Day. This is a federal holiday so the Pentwater Township Office will be closed for the day. 4. When residents receive their Assessor Notice – we will be including the 2024 Calendar with dates highlighted for Township Meetings, Holidays, and important dates to remember for the year. 	
<p>Clerk Murphy reported the following:</p> <p>Most of my report is going to be focused on Elections and the upcoming February 27, 2024, Presidential Primary Election</p> <p>I will be working on W2’s and 1099’s and will have them done by early next week, so everyone can start working on their taxes.</p> <p>I want to mention that the PTCO (Parent Teacher Community Organization), an organization that supports Pentwater School Students, with their main objective to fundraise for educational assemblies for Pentwater students, is bringing back their Infamous Fat Tuesday Fund Raising Event, after a four-year hiatus. It is a evening full of fun, themed tables, games, raffles and entertainment.</p> <p>There is a minimum \$20.00 donation for a seat. You can also host a table at no cost. The event is on February 17, 2024, from 4:00 pm to 6:00 pm at Park Place. Please contact Katie Saunders for more information (231) 690 3605</p> <p>Elections</p>	<p>CLERK’S REPORT</p>

<ul style="list-style-type: none"> • We have approximately 1600 voters combined. 800 in the Village and 800 in the Township. • We have sent out 683 AVBAs and we have had 260 returned as of today. • We will have absentee ballots for issuance by January 18, 2024. At which time we will start processing them and sending them out. • We are partnering with the County for the 9 days of early voting. The 9 days will begin on Saturday, February 17, 2024, and go through to Sunday, February 25, 2024. Voting will be from 8:00 am – to 4:00 pm each day of the early voting. Early Voting will be at the Oceana County Building located at 100 State Street in Hart, MI. Voting will take place in the Jury Room. • I will have extended hours the Saturday before the Election. That date will be February 24, 2024, from 9:00 am to 5:00 pm. • Our Absentee Voter Drop Box for Absentee Voter Applications and Ballots is located to the left side of the entrance door to Township Hall. It is accessible 24 hours a day, 7 days a week. It has camera security monitoring it 24hours a day. Some residents are struggling to put their Election mail into the Drop Box because the slot receptacle is very narrow. So, you need to push up on the metal plate then slide your Election mail in. Also, it is best to slide 1 piece at a time. I’m planning to make signage to let people know to push up on the metal plate to ease the struggle. • I’m hoping to update the Township website with an Election page, not sure if it will happen before the Presidential Primary. I would love to include a video to show where the Drop Box is located and the best way to access it for depositing Election mail, along with all other pertinent Election information. • I would like to show you all the New Absentee Voter Ballot Application. Here is a copy of mine. If you look in the upper right corner there is a check box that says, “Automatically send me an absent voter ballot for each future election I’m eligible for.” What that means is that you are now a Permanent Ballot Voter no longer an Absentee Voter. You will no longer receive an application in mail for future Elections. You will only receive an Absentee Ballot. I can’t stress enough that with this new Permanent Ballot Voter option, it is on the voter to let the Clerk’s office know if you will be at a different address to receive your Absentee Ballot. Election Mail can not be forwarded. I’m to send out a letter to our Permanent Ballot Voter List reminding them to let the Clerk’s office know if they will be at a different address to receive their ballot. • I could go on for another hour about Elections but I’m going to stop at this point. But I encourage anyone, please if you have any questions do not hesitate to call me or stop in my office anytime. 	
<p>Treasure Douglas stated that Chris Brown sent her public correspondence last month as a “private citizen” stating that he would prepare a Power Point presentation to explain the Township’s budget to “us”, however, “that is not necessary as we know he’s not well educated in Michigan General Law Township budgets.”</p>	<p>TREASURER’S REPORT</p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> • Library 	<p>OTHER DEPARTMENTAL REPORTS</p>

<ul style="list-style-type: none"> • Fire Department • Recreation 	Library, Fire Department and Recreation
<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 • Assessor • Cemetery • Transfer Station 	STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • None 	UNFINISHED BUSINESS
<p>Motion by Douglas, seconded by Murphy to renew the Access Agreement for Park Place from 4/1/24 to 3/31/25</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	NEW BUSINESS a) Access Agreement for Park Place Community Building
<p>Motion by Cavazos, seconded by Douglas to renew the contract with Pentwater Village for Recreational Services from 4/1/24 to 3/31/25</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	NEW BUSINESS b) Renewal of Contract Agreement for Recreational Services
<p>Motion by Holub, seconded by Flynn to approve the outlined scope of services from Fleis & Vandenbrink in the amount of \$15,700</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	NEW BUSINESS c) F&V Design, Permitting, & Bidding Proposal
<p>Motion by Douglas, seconded by Cavazos to approve Resolution No. 2024-01: Resolution for Poverty Exemption</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	NEW BUSINESS d) Poverty Exemption Resolution
<p>Motion by Holub, seconded by Flynn to approve Q3 2023 Budget Amendment for General Fund</p> <p>Motion by Holub, seconded by Flynn to approve Q3 2023 Budget Amendment for Fire Fund</p>	NEW BUSINESS e) Q3 2023 Budget Amendments

<p>Motion by Cavazos, seconded by Murphy to approve Q3 2023 Budget Amendment for Road Fund</p> <p>Motion by Holub, seconded by Flynn to approve Q3 2023 Budget Amendment for Cemetery Fund</p> <p>Motion by Holub, seconded by Flynn to approve Q3 2023 Budget Amendment for Sewer Fund</p> <p>Roll call vote for all above motions: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	
<p>Motion by Douglas, seconded by Murphy to approve attendance of specific Pentwater Township Board and Staff to attend the Annual MTA Educational Conference.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	<p>NEW BUSINESS f) Upcoming MTA Annual Educational Conference</p>
<p>A budget & Capital Improvement Planning Workshop will be scheduled for Wednesday, January 17th beginning at 10:00 a.m. and will running until 2:00 p.m. or as needed.</p> <p>Post-Meeting Update: Clerk Murphy confirmed post-meeting that the workshop notice needs to be posted at least 18 hours in advance of the meeting but does not need to be published in a local newspaper. Posting to the Township bulletin board and website has already been completed.</p>	<p>NEW BUSINESS g) DISCUSSION: Budget & Capital Improvement Plan Workshop Planning</p>
<p>Update on Michigan Coastal Management Grant: The grant was submitted on December 15, 2023 by the Michigan Coastal Management Team. The Project Title is: Pentwater Community “Beachfront Restoration Design Plan. The project start and end dates are: November 1, 2024 – February 28, 2026. Total Project Budget: \$103, 581 (Grant Request \$51,570 and the Match \$51,831) A new grant is being applied for through the State Park/Friend Partnership. Additional funds are needed for the Cas Cap (in the above grant) The request is for \$24,500.</p>	<p>NEW BUSINESS h) DISCUSSION: Michigan Coastal Management Grant Update</p>
<p>Mr. Holub informed the members that he, the Supervisor and the Deputy Supervisor had a zoom meeting with representatives of Fleis & Vandenbrink regarding possible grant opportunities for a permanent repair of the fishing platform on the Longbridge Road bridge. He said that there were three potential grant opportunities through the Michigan Department of Natural Resources. He stated a representative of Fleis & Vandenbrink indicated that the Joint Recreation Plan for Pentwater had expired on December 30, 2023 so that the Township could not qualify for grants from two of the three programs. They were informed that the third grant program had a maximum grant amount of \$150,000 and a match of \$75,000 so it was not an option since the estimated cost to permanently repair the fishing platform was nearly \$300,000. Mr. Holub concluded by saying that the Township would arrange a zoom meeting with</p>	<p>NEW BUSINESS i) DISCUSSION: Grant Opportunities for Longbridge Fishing Platform & Deck</p>

<p>representatives of Fleis & Vandenbrink as well as the Oceana County Road Commission to further discuss options regarding the fishing platform and planned improvements to the bridge and adjoining roadway.</p>	
<p>Motion by Holub, seconded by Flynn to approve updating of the Township Expense Report template to reflect CY2024 IRS Mileage Reimbursement Rate.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Douglas, Holub, Flynn No: None Motion: Carries</p>	<p>NEW BUSINESS j) CY2024 IRS Mileage Reimbursement Rate</p>
<ul style="list-style-type: none"> • Mark Trierweiler advised that he has submitted three FOIA requests to the Village, one to Jeff Hodges and two from Rande Listerman. He had not heard back from the one sent to Mr. Hodges and was not satisfied with what he received from Ms. Listerman. • Mark also thanks Treasurer Douglas for “having the backs of both Village and Township residents.” • Dave Spitler noted that there is a county-wide recreational plan under development that is expected to be completed in the next 1 – 2 months. This may be a useful reference document for the Township 	<p>PUBLIC COMMENTS</p>
<ul style="list-style-type: none"> • None 	<p>OTHER ITEMS FROM BOARD MEMBERS</p>
<p>Moved by Cavazos to adjourn the meeting at 7:26 PM. Motion carried via voice vote.</p>	<p>ADJOURNMENT</p>
<p>_____</p> <p>Maureen Murphy, Township Clerk</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Date</p>	<p>Notes taken by Clerk Murphy & formalized by Deputy Clerk Beavis</p>