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| <p style="text-align: center;"> PENTWATER TOWNSHIP BOARD<br/> PENTWATER COMMUNITY HALL<br/> 500 N. HANCOCK STREET, PENTWATER, MI 49449<br/> <b><i>Regular Board Meeting</i></b><br/> <b><i>Approved Minutes</i></b><br/> 11 June 2025<br/> ZOOM Available for Audience </p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                |
| <p>Supervisor Cavazos called the Regular Board Meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Cavazos, Flynn, Holub, Douglas, Murphy</p> <p><b>Members Absent:</b> None</p> <p><b>Staff Present:</b> Keith Edwards, Zoning Administrator &amp; Ordinance Enforcement Officer</p> <p><b>Others Present:</b><br/>Paula DeGregorio, Tom Roose, Len Hilton, Dave Spitler, Valarie McHugh</p> <p><b>Present via Zoom:</b> Jean Russell</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>            |
| <p>Moved by Flynn and seconded by Murphy to accept the Consent Agenda as presented.</p> <ol style="list-style-type: none"> <li>1. Prior Meeting Minutes: <ol style="list-style-type: none"> <li>a. Township Regular Board Meeting – May 14, 2025</li> </ol> </li> <li>2. Correspondence: None</li> <li>3. Financial Reports for Period 5/1/25 thru 5/31/25 <ol style="list-style-type: none"> <li>a. Claims/Bills as follows: <ol style="list-style-type: none"> <li>i. Township: \$10,686</li> <li>ii. Road: \$646</li> <li>iii. Cemetery: \$4,371</li> <li>iv. Sewer: \$13,061</li> <li>v. Fire: \$147,818</li> </ol> </li> <li>b. Payroll as follows: <ol style="list-style-type: none"> <li>i. Township/Road/Cem/Sewer: \$46,049 (three bi-weekly payrolls in May)</li> <li>ii. Fire: \$919</li> </ol> </li> </ol> </li> </ol> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None</p> | <p><b>CONSENT AGENDA</b><br/> <b>- Review &amp; Action</b></p> |

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| Motion Carried                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                            |
| None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>PUBLIC COMMENTS</b>     |
| <p>Supervisor Cavazos communicated the following:</p> <p><b>1. Flagpole for the Township Office</b></p> <p>The new Pentwater Township Flagpole and flag are now in front of the Township office. The Flagpole was put in place by Tom Roose, Township residents, as was the specially designed base and spotlight. We so appreciate the design and installation of the pole and base by Tom Roose.</p> <p><b>2. Friends of the Pentwater Township Cemetery</b></p> <p>Save the date for two upcoming events at the Pentwater Township Cemetery!</p> <p>(1) Fall Cemetery Tours – Theme: Maritime Memories</p> <ul style="list-style-type: none"> <li>• Saturday, September 27, 2025: 2 tours available - 11:00 AM and 1:00 PM</li> <li>• Sunday, September 28, 2025: 2 tours available – 1:00 PM and 2:00 PM</li> </ul> <p>(2) Wreaths Across America – National Event across the United States</p> <ul style="list-style-type: none"> <li>• Saturday, December 13, 2025: Event will be at NOON regardless of weather</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>SUPERVISOR'S REPORT</b> |
| <p>Clerk Murphy communicated the following:</p> <ul style="list-style-type: none"> <li>• Reminder that Township Hall will be closed next Thursday, June 19<sup>th</sup> in observance of the Federal Holiday Juneteenth which commemorates the ending of slavery in the United States.</li> <li>• We just received notice from our Auditor that our annual Audit will take place the last week of July. So, as official record keeper for the Township, I have quite a long list of records to prepare for this annual event. That is why my office is in disarray. So, when you walk by don't look just grab a piece of candy. Glenn, Lynne and Heather are always a big help in preparing for the Audit so it isn't as daunting as it seems.</li> <li>• I received notification from the Bureau of Elections that I have 6 hours of online training to complete by the end of the year in order to keep my accreditation as an Election Administrator. The training involves a voter registration module and election security module, which is not available until September.</li> <li>• The Township has two positions open for Alternates to the Zoning Board of Appeals. If anyone is interested, I have a job description and application in my office.</li> <li>• If you did not receive an email from the Village to take their Strategic Plan SWOT survey, with SWOT standing for Strengths Weaknesses, Opportunities, and Threats, you can visit the Village website and read more about their Strategic Planning and take their Survey.</li> <li>• Heather designed really cool stickers for the Township, and hopefully you saw them on your way in. They were the hit of the Township table along with</li> </ul> | <b>CLERK'S REPORT</b>      |

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| Cemetery fee schedule at the library open house this past Monday. We were able to purchase the stickers with reward points.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                        |
| See Board Packet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>TREASURER'S REPORT</b>                                                              |
| <p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• Library</li> <li>• Fire Department</li> <li>• Recreation</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>OTHER DEPARTMENTAL REPORTS</b><br>Library, Fire Department and Recreation           |
| <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>• Assessor</li> <li>• Cemetery</li> <li>• Transfer Station</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>STAFF REPORTS</b><br>Zoning, Assessing, Cemetery, Transfer Station                  |
| None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>OLD BUSINESS</b>                                                                    |
| <p>Motion by Holub, second by Douglas to support/approve the Transfer Station &amp; Recycling Center Free Day date, Leaf and Brush dates for November, and Winter Recycle dates (November 2025 - March 2026).</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>NEW BUSINESS a)</b><br>Transfer Station & Recycling Center – Key Dates              |
| <p>This agenda item was an informational update to The Board and meeting attendees regarding items that are no longer accepted at the Oceana County Transfer Station, and to discuss several alternative means of disposal.</p> <p>Items no longer accepted:</p> <ul style="list-style-type: none"> <li>• Liquids of any kind</li> <li>• Batteries</li> <li>• Electronic equipment</li> </ul> <p>The Oceana Conservation District hosts an annual Household &amp; Hazardous Waste collection day at the Hart Department of Public Works. This year's event is scheduled for August 16<sup>th</sup> from 9am to 1pm and will accept all the above items with exception of latex paint. The Pentwater School will also accept electronic equipment. They should be contacted directly for more information.</p> | <b>NEW BUSINESS b)</b><br>Oceana County Transfer Station – Acceptable Materials Update |
| <p>Motion by Douglas, second by Murphy to approve MTA Annual Dues Payment of \$4,460.10, and Contribution to Legal Fund of \$133.80. Total: \$4,593.90</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>NEW BUSINESS c)</b><br>MTA Annual Dues & Legal Fund                                 |
| Motion by Cavazos, second by Douglas to approval the purchase of a replacement Flow Meter for Township North Sanitary Sewer System at a cost of \$6,375.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>NEW BUSINESS d)</b><br>Sanitary Sewer System Flow                                   |

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| <p>Motion by Douglas, second by Murphy to approve amendments to <u>Section 18.08 VARIANCES</u> of the Township Zoning Ordinance as recommended by the Zoning Administrator and Planning Commission. These amendments are documented in ORDINANCE NO. 2025-04 and are included in the June 2025 meeting packet.</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p>   | <p><b>NEW BUSINESS e)</b><br/> <b>Amendments to Township Zoning Ordinance - Variances</b></p>                            |
| <p>Motion by Holub, second by Flynn to approve amendments to <u>Section 3.38 RETAINING WALLS</u> of the Township Zoning Ordinance as recommended by the Zoning Administrator and Planning Commission. These amendments are documented in ORDINANCE NO. 2025-05 and are included in the June 2025 meeting packet.</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p> | <p><b>NEW BUSINESS f)</b><br/> <b>Amendments to Township Zoning Ordinance – Retaining Walls</b></p>                      |
| <p>Motion by Cavazos, second by Holub to approve an Intergovernmental Agreement with the Village of Pentwater for Township Contribution of Funds in the amount of \$15,000 for the Pentwater Channel Dredging Project. Proposed agreement is included in the meeting packet.</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p>                                     | <p><b>NEW BUSINESS g)</b><br/> <b>Intergovernmental Agreement regarding Channel Dredging Project</b></p>                 |
| <p>Motion by Douglas, second by Murphy to approve a bid from Royal Green Construction Incorporated in the amount of \$7,300 for the construction of a pergola at the Pentwater Township Cemetery.</p> <p>Roll call vote:<br/> Yes: Cavazos, Murphy, Douglas, Flynn, Holub<br/> No: None<br/> Motion: Carries</p>                                                                                                                | <p><b>NEW BUSINESS h)</b><br/> <b>Cemetery – Bid for Construction of a Pergola</b></p>                                   |
| <p>Motion by Cavazos, second by Murphy to reaffirm adoption of Ordinance Numbers 2025-01, 2025-02, and 2025-03. These were previously adopted at the May 14, 2025 Board Meeting but require re-affirmation of adoption due to these ordinances not appearing in the local newspaper prior to today’s meeting.</p> <p>Roll call vote:<br/> Yes: Cavazos, Flynn, Holub, Murphy, Douglas<br/> No: None<br/> Motion: Carries</p>    | <p><b>NEW BUSINESS i)</b><br/> <b>Reaffirmation of adoption of Ordinance Numbers 2025-01, 2025-02, &amp; 2025-03</b></p> |
| None                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>PUBLIC COMMENTS</b>                                                                                                   |

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| None                                                                                                   | <b>OTHER ITEMS<br/>FROM<br/>BOARD MEMBERS</b>                                              |
| Moved by Holub, seconded by Flynn to adjourn the meeting at 7:22 PM.<br>Motion carried via voice vote. | <b>ADJOURNMENT</b>                                                                         |
| <div>_____</div> <div>Maureen Murphy, Township Clerk</div> <div>_____</div> <div>Date</div>            | <b>Notes taken by<br/>Clerk Murphy &amp;<br/>formalized by<br/>Deputy Clerk<br/>Beavis</b> |