



PENTWATER TOWNSHIP BOARD

AGENDA PACKET

REGULAR BOARD MEETING

July 8, 2026 – 6:00 PM

Lynne Cavazos, Supervisor
Heather A. Douglas, Treasurer
Maureen H Murphy, Clerk

Mike Flynn, Trustee
Dean Holub, Trustee

PENTWATER TOWNSHIP BOARD MEETING
Regular Meeting

July 8, 2026 at 6:00 p.m.
Pentwater Township Hall
500 N. Hancock Street, Pentwater, MI 49449

Join Zoom Meeting

<https://us02web.zoom.us/j/86141326636?pwd=S2h88Zt71MqBI1j9ucUVSHUgB1PSU.1>

Meeting ID: 861 4132 6636

Passcode: 446835

Dial by your location

+1 312 626 6799 US (Chicago)

AGENDA

1. Call to Order/Pledge
2. Roll Call
3. Consent Agenda – Review & Action
 - a. Minutes of June 10, 2026
 - b. Correspondence:
 - c. Monthly Budget Reports for General Fund, Cemetery and Fire Department
 - d. Payment of Bills
(Consent Agenda contains all routine items of business on which no disagreement or debate is anticipated. Upon the request of any board member, an item shall be removed from the consent agenda and placed on the regular agenda under New Business)
4. Meeting Agenda - Review & Action (AMENDED)
5. Public Comment on Agenda Items (Three (3) minutes maximum)
6. Supervisor's Report
7. Clerks' Report
8. Treasurer's Report
9. Library Board Information
10. Fire Department Agendas & Minutes
11. Recreation Report
12. Reports
 - a. Zoning Administrator
 - b. Assessor
 - c. Cemetery Sexton

d. Transfer Station

13. Unfinished Business

a. Update on Sale of 1989 GMC Sierra Pickup Truck

14. New Business

a. Review & Action: Repeal of Animal Control Polic Power Ordinance

b. Review & Action: Request for Backup Electrical Generators for Lift Stations – Township North Sanitary Sewer System

c. Review & Action: Request for Approval of Traffic Control Order for Monroe Road

d. Review & Action: Request to issue Request for Proposals for Planning Consultant

e. Review & Action: Change date of August Township Board Meeting due to Primary Election scheduled for August 4, 2026. Proposed date: 8/19/26

f. Review & Action: Board Approval/Finalization of Tax Reconciliations.

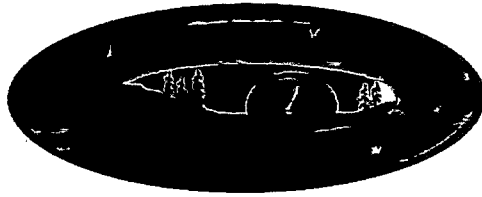
g. Review & Action: Approval of Estimate from Premier Caulking Inc. to repair the bases of the Township Columbariums.

h. Removed from Agenda.

15. Public Comments (Three - 3 minutes maximum)

16. Other Items from Board Members

17. Adjournment



A General Law Township

Pentwater Township Regular Board Meeting

Consent Agenda Items

July 8, 2026

- Prior Meeting Minutes:
 - Township Regular Board Meeting – June 10, 2026
- Correspondence: None
- Financial Reports for Period 6/01/26 thru 6/30/26 (See included Invoice & Payroll reports)
 - Claims/Bills as follows:
 - Township: \$80,003
 - Road: \$5,313
 - Cemetery: \$1,394
 - Sewer: \$15,870
 - Fire: \$13,483
 - Payroll as follows:
 - Township/Cem/Sewer: \$35,969 (Includes quarterly Fed/State taxes)
 - Fire: \$1,073 (Includes quarterly Fed/State taxes)

PENTWATER TOWNSHIP BOARD — OFFICIAL MEETING MINUTES
PENTWATER TOWNSHIP BOARD
REGULAR MONTHLY MEETING
OFFICIAL MINUTES

Wednesday, June 10, 2026 Pentwater Township Hall, Pentwater, Michigan

Conducted pursuant to the Michigan Open Meetings Act (MCL 15.261 et seq.) and Robert's Rules of Order

OPEN MEETINGS ACT COMPLIANCE NOTICE: *This meeting was duly noticed and held in compliance with the Michigan Open Meetings Act, MCL 15.261 et seq. A public notice of this meeting was posted at Pentwater Township Hall and on the township website not less than 18 hours before the meeting. The meeting was open to the public. Members of the public were provided an opportunity to address the Board during the Public Comment period.*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Supervisor Cavazos called the meeting to order at 6:00 p.m. Trustee Mike Flynn led the Board and audience in the Pledge of Allegiance.

2. ROLL CALL AND DETERMINATION OF QUORUM

Board Member	Title	Present
Lynne Cavazos	Township Supervisor	Yes
Maureen Murphy	Township Clerk	Yes
Heather Douglas	Township Treasurer	Yes
Dean Holub	Trustee	Yes
Mike Flynn	Trustee	Yes

A quorum was present.

Staff Present: Keith Edwards, Zoning Administrator & Deputy Supervisor.

Others Present: Valerie Church-McHugh (Library President); Shannon Larson (Friends of Pentwater Township Cemetery); Kendra Flynn (Library Board Member); Thomas Roose; Everett Horton

Via Zoom: Ron Beeber.

3. CONSENT AGENDA

The Supervisor presented the Consent Agenda, which included:

- Minutes from May 13, 2026 Regular Board Meeting
- Correspondence — Road Commission Road Bridge Work Amendment, and a Center for Local, State, and Urban Policy publication
- Monthly budget report
- Payment of bills and payroll

MOTION:	To approve the Consent Agenda as presented
Moved by:	Trustee Flynn
Seconded by:	Trustee Holub
Vote:	Roll call: Flynn — Yes; Holub — Yes; Douglas — Yes; Murphy — Yes; Cavazos — Yes
Result:	APPROVED

4. APPROVAL OF MEETING AGENDA

The Supervisor noted the meeting agenda had been amended to add two items to New Business: Items H and I. The amended agenda was presented to the Board.

MOTION:	To accept the amended meeting agenda as presented
Moved by:	Douglas
Seconded by:	Holub
Vote:	Roll call: Douglas — Yes; Flynn — Yes; Holub — Yes; Murphy — Yes; Cavazos — Yes
Result:	APPROVED

5. PUBLIC COMMENT — AGENDA ITEMS ONLY

The Supervisor opened the floor for public comment on agenda items. Ron Beeber, participating via Zoom, indicated he had no comments on agenda items at that time but wished to observe the discussion. No other public comments on agenda items were received.

6. SUPERVISOR'S REPORT

6-A. Fire Truck 341 — Sale Confirmation

The Supervisor confirmed that Fire Engine 341 has been sold to Cleon Township (Manistee County) as previously approved. The truck was received by Cleon Township and payment of \$30,000 has been received by the fire department.

6-B. Township Newsletter — Summer Tax Bill Insert

The Supervisor reported that a township fellowship newsletter will again be included with the summer tax bill, highlighting township activities and projects. The newsletter was prepared primarily by the Supervisor and Deb Flood. A date error was identified for the Wreaths Across America event (listed as December 13 rather than December 19); the Supervisor indicated she would contact the printer to correct the date before publication.

6-C. Cemetery Respite Garden — Water Feature

The Supervisor reported ongoing issues with the water feature pump at the respite garden. Tom Roose replaced the electrical box and repaired the connection, which had corroded. A pump issue remains under investigation. The Supervisor noted she knows the source for a replacement pump if needed.

6-D. Fishing Dock Repairs

The Supervisor thanked Darryl Massa and Mike Flynn for working on repairs to the fishing dock boxes. The Artisan Center is performing the front entrance work.

6-E. Dredging Update

The Supervisor reported that dredging of Pentwater Lake began as scheduled. Work is expected to be completed within a couple of weeks for Pentwater's area, with dredging then continuing to Mears (Route 118). Completion is anticipated before the Fourth of July.

6-F. Oceana County Drain Commission Open House

The Supervisor announced that the Oceana County Drain Commission is hosting a public open house on June 11, 2026, from 11:00 a.m. to 3:00 p.m. The event is free and open to the public, with food and activities for children. Flyers were made available.

7. CLERK'S REPORT

7-A. Cemetery — Friends of Pentwater Township Cemetery Update

The Clerk reported on upcoming cemetery events:

- Annual Fall Cemetery Tour — Theme: "America 250: Pentwater from Revolution to Community." Tours scheduled for Saturday, September 26 (11:00 a.m. and 12:30 p.m.) and Sunday, September 27 (1:00 p.m.).
- Native American Marker Dedication — A grant obtained by Shannon Larson will fund a marker for the Native American burial area in Section 4, Lots 24, 25, 43, and 44. The tentative dedication date is October 10, 2026. The Clerk noted the area is currently being used as a vehicle turnaround, and the Board is working to install signage and possibly split rail fencing to prevent vehicles from driving over the burial grounds. A representative from a local Native American tribe has been invited to bless the ground.
- Wreaths Across America — Third annual event scheduled for December 19 at noon.

The Clerk also reported the following maintenance issues:

- Columbarium Grout: Grout around all three columbariums have deteriorated. Cold Springs (original installer) was contacted but could not assist. Further research is needed to identify a contractor.
- Block 20 Fence Erosion: Erosion under the new split rail fence in Block 20 is being assessed. The Clerk is consulting with Ryan of Ryan's Lawn Service for recommendations. The fence contractor (Straight-Line Fencing) has been asked to hold pending resolution.
- Section 4 Sinkhole: A gravesite (Block 8, Lot 6 — Enders family) has experienced subsidence. The Clerk is consulting with Ryan on appropriate fill and remediation.

The Clerk reported that the cemetery continues to receive high praise from the public, with numerous compliments on its appearance. The Clerk expressed gratitude to the Daughters of the American Revolution (Dune Chapter) and the Friends of Pentwater Township Cemetery for their volunteer work.

7-B. Elections Update

The Clerk reported that the August 4, 2026 election is 55 days away. Key dates and items:

- Absentee ballots: Available to voters beginning June 25; the Clerk's office will begin processing applications immediately.
- Early voting: July 24 through August 2, 2026 at the Hart Community Center, 407 South State Street, Hart (not the county building).
- Voter registration: Last day to register by mail or online is July 20; in-person registration available at the Clerk's office through Election Day.
- Election Day: August 4, 2026, 7:00 a.m. to 8:00 p.m.

The Clerk noted four ballot proposals relevant to Pentwater Township residents:

- Mason-Oceana 911 Operating Millage
- Oceana County Emergency Ambulance Operating Millage
- Combined County Operating and West Shore ESD Operating Millage (note: ballot language may appear unusual; the Clerk indicated she will prepare informational materials for voters)
- Pentwater District Library Millage Proposal

The Clerk also noted a statewide "I Voted" sticker design contest sponsored by the Michigan Bureau of Elections, open for public voting during June. She encouraged residents to participate.

7-C. Township Hall — Administrative Updates

The Clerk reported the following:

- Annual Audit: Conducted June 3, 2026. The audit went smoothly; the Clerk's office received process recommendations from auditor Ian Reese (Gabridge & Company) related to bank reconciliation internal controls, to be discussed as a separate agenda item.
- Township Hall Closure: The Township Hall will be closed Friday, June 19, 2026 in observance of Juneteenth.

8. TREASURER'S REPORT

Treasurer Douglas reported briefly. Summer tax bills are being sent to the printer. The Treasurer confirmed that Assessor Eaton will correct the Wreaths Across America date (December 19) in the tax bill insert before printing. The Treasurer thanked Barbie Eaton for her work in preparing and coordinating the tax bills.

Key dates: Tax season begins July 1, 2026; due date is September 14, 2026.

9. LIBRARY UPDATE

Valerie Church-McHugh (Library President) and Kendra Flynn presented an update on the Pentwater District Library's upcoming millage proposal.

9-A. District Library Millage Proposal — August 4, 2026 Ballot

Key points presented:

- The library transitioned from a Township library to a District Library in October 2025. The district now encompasses residents within the Pentwater Public Schools district boundaries, including approximately 729 Weare Township residents who have historically not paid a library millage.
- The current millage of 1.0 mil (reduced to approximately .7913 mil by Headlee rollbacks) is no longer sufficient to cover operating costs. An updated Headlee-adjusted figure from the Assessor is pending.
- The proposed millage is 1.25 mills for 4 years (not in perpetuity, to limit ongoing Headlee rollback).
- For existing Pentwater Township and Village patrons, the increase is less than half a mil additional. For Weare Township residents, this represents a new millage.
- The library has drawn from its fund balance an average of \$25,000 per year for approximately four years to cover operating costs. The fund balance is maintained at approximately one year of operating costs (~\$25,000/month).
- For comparison: Hart collects 2.0 mills and Shelby collects 1.5 mills for library services.
- Ballot language will describe this as a "1.25 additional millage," which may be confusing to voters since it replaces the existing millage. The library's attorney confirmed this wording is legally required.
- A Yes Committee has been organized through the Friends of the Library to conduct public outreach. Library board members and staff cannot legally promote the millage.

- ADA improvements needed at the library include: sidewalk from parking lot (pooling/ice hazard), rear emergency exit ramp (too steep for wheelchair access), and front sidewalk approach. These are planned uses of millage funds if passed.

The Library President noted presentations are also scheduled for the Pentwater Public School Board and Village Council. The Board expressed support for community awareness efforts.

10. FIRE DEPARTMENT REPORT

The fire department's monthly meeting agendas, minutes, and officers' meeting documents were included in the board packet. No substantive fire department discussion was held at this meeting.

11. RECREATION REPORT

No recreation report was received. The Supervisor noted that school is now out of session and indicated she will follow up with Superintendent Craig regarding a recreation program update. The Supervisor also noted that a Recreation Director has not yet been hired to the board's knowledge.

12. DEPARTMENTAL REPORTS

12-A. Zoning Administrator / Deputy Supervisor — Keith Edwards

The Zoning Administrator's report was included in the board packet. Permit activity remains high, though slightly lower than the prior month.

12-B. Township Assessor — Barbie Eaton

The Assessor's report was included in the board packet. There are no pending Michigan Tax Tribunal cases. Key deadlines: commercial/industrial petitions — June 1 (passed); residential petitions — July 31, 2026.

12-C. Cemetery Report

Report included in board packet. Cemetery activity is steady with internments and burial sales. Three columbarium burials have occurred.

12-D. Transfer Site Monthly Report

Report included in board packet. The Transfer Site recorded 257 visitors in May 2026, generating \$2,349 in revenue. Activity includes residents from the Village, Township, and Weare Township. Zoning permit inquiries have also increased at the Transfer Site.

13. UNFINISHED BUSINESS

Old Business-A. Park Place Agreement — Village of Pentwater

The Supervisor presented the revised Park Place Agreement received from the Village of Pentwater. The Supervisor and Clerk had reviewed the document. Changes from the Township's draft included:

- Added language clarifying that Township residents may rent the community building for private use on the same terms as Village residents.
- Revised ownership paragraph clarifying the Township obtains no ownership or possessive interest in the community building through this agreement.

The Board found the revised language acceptable. The agreement provides Township residents access to Park Place and public events at the same rate as Village residents, with the Township contributing \$7,500 annually, payable on or before July 1, 2026.

MOTION:	To approve the revised Park Place Agreement with the Village of Pentwater and authorize payment of \$7,500 due on or before July 1, 2026
Moved by:	Trustee Holub
Seconded by:	Clerk Murphy
Vote:	Voice vote — Aye by all five board members
Result:	APPROVED

ACTION: Supervisor Cavazos & Clerk Murphy sign revised Park Place agreement and take to Village for review and approval at their July meeting.

Old Business-B. Longbridge Fishing Platform Repairs

Deputy Supervisor Edwards advised that he has been in discussions with Oceana County Road Commission about the possible replacement of "toe-kicks" located at bottom of handrails on either side of Longbridge Road as opposed to reinstalling the highly weathered wood pieces that are to be temporarily removed during construction. A cost estimate was provided in the amount of \$11,541.17 for 2x6 composite material and associated labor. Mr. Edwards would like Board approval for adding this work scope to the current contract.

MOTION:	To approve payment to Oceana County Road Commission in the amount of \$11,541.17 for previously unplanned usage of composite toe-kicks on Longbridge handrails.
Moved by:	Treasurer Douglas
Seconded by:	Trustee Holub
Vote:	Roll call: Holub — Yes; Cavazos — Yes; Murphy — Yes; Douglas — Yes; Flynn — No

Result:	APPROVED
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14. NEW BUSINESS

New Business-A. Pentwater Chamber Fireworks Donation Request

Supervisor Cavazos presented an email from Eva Gregwer, Pentwater Chamber of Commerce, requesting a donation for this year's planned fireworks. Following subsequent dialogue between Supervisor Cavazos and Eva, it was determined that there was some historical precedent for Township donations to fireworks and supporting interpretation of the law surrounding such donations.

MOTION:	To approve donation of \$2,000 to Pentwater Chamber of Commerce to support local fireworks.
Moved by:	Clerk Murphy
Seconded by:	Supervisor Cavazos
Vote:	Roll call: Murphy - Yes; Douglas - Yes; Holub - Yes; Cavazos - Yes; Flynn - Yes
Result:	APPROVED

New Business-B. Disposal of Old Cemetery Truck

The old cemetery truck has been replaced with a newer used truck. Township Policy 2021-01: Policy/Procedure To Dispose Of Surplus Items, requires that items with an assumed value of greater than \$1,000, shall be placed up for competitive sealed bid or public auction. The Board determined that the vehicle meets this value threshold and have chosen the sealed bid option.

MOTION:	To place old cemetery truck (1989 GMC Sierra Pickup) up for competitive sealed bid, with bid deadline of July 6 th at 3:00pm.
Moved by:	Trustee Holub
Seconded by:	Supervisor Cavazos
Vote:	Roll call: Holub - Yes; Cavazos - Yes; Murphy - Yes; Douglas - Yes; Flynn - Yes
Result:	APPROVED

ACTION: Supervisor Cavazos will create and post notice of sale by sealed bid on the vehicle and on the Township's website with a deadline of July 6th 2026 at 3:00pm.

New Business-C. MTA Annual Membership Renewal

The Clerk presented the annual Michigan Townships Association (MTA) membership renewal. The Board discussed membership tier options (Essential at \$750, Plus at \$1,000, Premium at

\$1,900). The board agreed to continue with the Essential package, as webinar usage was low and individual webinars are available for \$25 each. Total amount for annual dues, Legal Defense Fund contribution, and Essential membership: \$5,803.18.

MOTION:	To approve payment to the Michigan Townships Association for annual dues, Legal Defense Fund contribution, and Essential membership, in the total amount of \$5,803.18
Moved by:	Clerk Murphy
Seconded by:	Treasurer Douglas
Vote:	Roll call: Murphy — Yes; Douglas — Yes; Holub — Yes; Cavazos — Yes; Flynn - Yes
Result:	APPROVED

New Business-D. Monroe Road Storm Sewer — Televising Authorization

Deputy Supervisor Keith Edwards presented a proposal to televise an 800-foot-long, 8-inch diameter storm sewer on Monroe Road, originally installed in 1922. Background:

- The outflow and one catch basin were located; a utility (suspected DTE gas or fiber optic line) may have been routed through the storm sewer, creating a conduit for stormwater infiltration.
- The work will be performed concurrently with the previously approved sanitary sewer cleaning and televising project (the week of July 13, 2026), achieving a significant cost reduction.
- Estimated cost: approximately \$1,500, funded from the general fund drain/drainage budget (\$20,000 budgeted in GL# 101-445-875.000: At Large Drainage Assessment).
- Findings will be shared with the Oceana County Road Commission, DTE, and other relevant agencies. DTE has verbally indicated willingness to make repairs if the problem is identified.

MOTION:	To approve televising the Monroe Road storm sewer at an estimated cost of approximately \$1,500, funded from the general fund drainage budget, concurrent with the sanitary sewer project in July 2026
Moved by:	Treasurer Douglas
Seconded by:	Trustee Holub
Vote:	Roll call: Holub — Yes; Douglas — Yes; Murphy — Yes; Cavazos — Yes; Flynn - No
Result:	APPROVED

New Business-E. West Michigan Fire Authority — Support of Act 57 and Board Appointment

The Supervisor presented two related motions regarding the proposed West Michigan Fire Authority, organized under Michigan Public Act 57.

Background: Pentwater Township, along with Golden Township, Weare Township, City of Hart, and the Village of Pentwater, have agreed in principle to form a fire authority. Attorney Mark Nettleton has been engaged to draft the legal document establishing the authority as a taxing entity under Act 57. The goal is to have the fire authority in place by September 1, 2026. A meeting of all participating entities is scheduled for the following week; Attorney Nettleton is expected to have a draft document ready for that meeting.

Discussion included questions regarding the Village of Pentwater's potential representation on the Authority Board, given that the township — not the village — controls the fire millage. The Supervisor indicated this will be addressed in the legal document. The village may be offered a non-voting seat.

Next step in the process will be to receive and review a proposed final version of the West Mich Fire Authority Amended And Restated Articles of Incorporation.

Motion 1 — Support of West Michigan Fire Authority:

MOTION:	To support Act 57 and join the "West Mich Fire Authority"
Moved by:	Supervisor Cavazos
Seconded by:	Treasurer Douglas
Vote:	Roll call: Cavazos — Yes; Douglas — Yes; Flynn — Yes; Holub — Yes; Murphy — Yes
Result:	APPROVED

Motion 2 — Appointment of Township Representative to the Authority Board:

MOTION:	To appoint Supervisor Lynne Cavazos as Pentwater Township's representative to the West Mich Fire Authority Board
Moved by:	Treasurer Douglas
Seconded by:	Trustee Holub
Vote:	Voice vote — Aye [all in favor]; no nays recorded
Result:	APPROVED

New Business-F. Bank Reconciliation Process — Auditor Recommendation

The Supervisor introduced a recommendation from auditor Ian Rees (Gabridge & Company) regarding bank reconciliation internal controls, arising from the June 3, 2026 audit. The recommendation establishes a formal monthly reconciliation process involving the Clerk's office, Treasurer's office, and Board review.

The Clerk and Treasurer each presented their perspectives on the recommended process. Discussion included questions regarding the need for paper documentation versus access through the Township's BS&A system, the handling of bank statements in semi-public board packets, and clarification on the scope of Plant Moran's engagement. The Board acknowledged that the reconciliation process, particularly the tax account, is complex and that professional assistance (Plant Moran) has been engaged to assist with education and process improvement.

Both the Clerk and Treasurer expressed agreement with the general framework of Ian Reese's recommendation, with some questions remaining on specific documentation practices to be resolved between the two offices. The Board agreed to move forward with the process as recommended, with further operational details to be worked out.

MOTION:	To approve the bank reconciliation process as recommended by auditor Ian Rees of Gabridge & Company
Moved by:	Treasurer Douglas
Seconded by:	Trustee Holub
Vote:	Roll call: Douglas — Yes; Holub — Yes; Murphy — Yes; Cavazos — Yes; Flynn - Yes
Result:	APPROVED

New Business-G. Great Lakes Energy Cooperative — Electric Franchise Ordinance

The Clerk presented a proposed revocable electric franchise ordinance for Great Lakes Energy Cooperative, drafted by Township Attorney Mark Nettleton, covering electricity service within the township for a 30-year period.

Background: Great Lakes Energy had submitted a combined franchise agreement covering both electricity and broadband services. Attorney Nettleton advised that broadband must be addressed under a separate Metro Act franchise and drafted an electric-only ordinance. Key points:

- The ordinance grants Great Lakes Energy a revocable franchise to sell and distribute electricity within the township.
- Broadband/fiber services are explicitly excluded from this ordinance. A separate Metro Act franchise agreement will be required for broadband, and the Township intends to communicate this to Great Lakes Energy.
- The ordinance includes a provision requiring the company to notify the Township before undertaking significant operations and prohibits commercial broadband service within the township without a separate Metro Act permit, fees, and mapping compliance.
- The Township will receive copies of mapping as Great Lakes Energy expands its network within township boundaries.

The Supervisor noted that the word “fiber” appears in the ordinance’s introductory section and will be clarified with Attorney Nettleton. The Clerk will coordinate with Attorney Nettleton on a letter to Great Lakes Energy explaining the Metro Act requirement for broadband. An ordinance number will be assigned upon filing.

MOTION:	To approve the Great Lakes Energy Cooperative Electric Franchise Ordinance as drafted by Township Attorney Mark Nettleton
Moved by:	Clerk Murphy
Seconded by:	Supervisor Cavazos
Vote:	Voice vote — Aye [all in favor]; no nays recorded
Result:	APPROVED

New Business-H. Tuition Reimbursement — Harvard University Course

The Supervisor presented a reimbursement request for Treasurer Douglas, who successfully completed a Harvard University Academic Reading and Writing course (a prerequisite for her continuing education program) and received a passing grade. The Township’s education reimbursement benefit provides up to \$1,000 annually to all employees. The course cost was \$1,038; the reimbursement requested is \$1,000 per policy. A receipt will be provided to the Clerk’s office.

MOTION:	To approve tuition reimbursement of \$1,000 to Treasurer Heather Douglas for the Harvard University course, upon receipt of payment documentation
Moved by:	Supervisor Cavazos
Seconded by:	Trustee Flynn
Vote:	Roll call: Cavazos — Yes; [Beavis — Deputy Clerk, not a voting board member]; Holub — Yes; Douglas — Abstain; Murphy — No
Result:	APPROVED

New Business-I. Cemetery Summer Tour — Authorization

Shannon Larson (Chair, Friends of Pentwater Township Cemetery) presented a proposal for a one-time summer cemetery walking tour led by Ron Beeber on Friday, July 24, 2026 at 10:00 a.m.

Background: Ron Beeber has conducted extensive research on the history of individuals buried in Pentwater Township Cemetery and prepared a PowerPoint presentation covering approximately 60–65 individuals. He presented this material to the Service Club in May 2026 to positive reception. The Friends group agreed to support a single summer tour to complement (not replace) the annual fall cemetery tour.

Proposed logistics:

- Tour route: paved roads within the cemetery only.
- Friends of Pentwater Township Cemetery will provide a canopy/table with informational materials from the Friends group, Daughters of the American Revolution, Pentwater Historical Society, and Wreaths Across America.
- Water will be provided for participants.
- Parking will be managed by volunteers; participants will be directed to park near the Pavilion area.
- The tour is free; voluntary donations will support cemetery stone restoration efforts.
- Clerk Murphy will ensure cemetery staff will be notified in advance.

MOTION:	To approve a one-time summer cemetery walking tour led by Ron Beeber on Friday, July 24, 2026 at 10:00 a.m., with logistical support from the Friends of Pentwater Township Cemetery
Moved by:	Trustee Holub
Seconded by:	Clerk Murphy
Vote:	Voice vote — Aye [all in favor]; no nays recorded
Result:	APPROVED

15. PUBLIC COMMENT — GENERAL (ANY TOPIC)

Comment — Audience Member Everet Horton

Everet Horton asked where the \$30,000 from the sale of Fire Engine 341 would go. The Supervisor confirmed the funds were received by the fire department.

Everet also offered a suggestion regarding the cemetery erosion problem, noting that underground water retention tanks (cisterns) have been used effectively in other locations to manage stormwater runoff and reduce erosion. The Board noted this as an option to consider.

Comment — Audience Member Tom Roose

Tom asked about the status of the Red Barn / DNR land trade. The Supervisor indicated that to the Board's knowledge, the trade is still in negotiation, though complicated. The Board has not been told it will not happen. The speaker noted a rumor that DNR may want to demolish the Red Barn within two years; the Supervisor could not confirm this but noted the barn is on the DNR disposal list. Tom also noted that Oceana County commissioners have not expressed interest in involvement with the Red Barn or the Crystal Valley Dam.

Comment — Audience Member Kendra Flynn

Kendra commended the Township for including the newsletter with the summer tax bill and praised the Township Hall staff for their helpfulness and courtesy.

Comment — Audience Member (name not recorded)

A speaker provided a technical note on composite decking materials for the fishing dock/bridge, advising against composites with high wood fiber content due to susceptibility to breakdown. The Board noted this for future reference.

Comment — Shannon Larson

Shannon expressed appreciation for the community's support for cemetery restoration efforts and thanked the Board and Township staff.

16. OTHER ITEMS — BOARD MEMBERS

No additional items were raised by Board members.

17. ADJOURNMENT

MOTION:	To adjourn the meeting
Moved by:	Trustee Flynn
Seconded by:	Trustee Holub
Vote:	Voice vote — Aye [all in favor]; no nays recorded
Result:	MEETING ADJOURNED

Meeting was adjourned at 8:07 p.m.

CERTIFICATION

I hereby certify that the foregoing constitutes the official minutes of the Regular Meeting of the Pentwater Township Board of Trustees held on June 10, 2026, recorded pursuant to the Michigan Open Meetings Act, MCL 15.261 et seq.

Township Clerk, Pentwater Township

Date:

Minutes drafted from Zoom automatic closed-captions transcript (VTT file). Speaker identifications are based on audio context and may contain transcription artifacts. Items marked [verify from audio] could not be confirmed from the transcript. These minutes are subject to board review and approval at the next regular meeting.

CASH SUMMARY BY ACCOUNT FOR PENTWATER TOWNSHIP
 FROM 06/01/2026 TO 06/30/2026
 FUND: 101 204 206 209 592
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2026	Total Debits	Total Credits	Ending Balance 06/30/2026
Fund 101	GENERAL FUND				
004.000	PETTY CASH	151.00	0.00	0.00	151.00
006.000	POOLED CASH	551,112.64	4,069.01	102,230.63	452,951.02
017.000	MI CLASS - GENERAL FUND	22,458.16	69.18	0.00	22,527.34
017.001	EDGE - GENERAL FUND	0.00	0.00	0.00	0.00
017.003	MICLASS HART-PTW NON-MOTORIZED TR	26,898.64	82.86	0.00	26,981.50
017.004	CFCU FUND BALANCE POLICY CD	129,029.80	0.00	0.00	129,029.80
017.005	CONSUMERS CREDIT UNION PRIM BUS S	27.78	0.00	0.00	27.78
	GENERAL FUND	729,678.02	4,221.05	102,230.63	631,668.44
Fund 204	ROAD FUND				
001.000	ROAD FUND ACCOUNT	0.00	0.00	0.00	0.00
001.001	MI CLASS - ROAD FUND	64,005.74	393.43	196.24	64,202.93
006.000	POOLED CASH	93,540.39	0.00	15.60	93,524.79
017.000	MC EDGE - ROAD FUND	(115.42)	0.00	0.00	(115.42)
	ROAD FUND	157,430.71	393.43	211.84	157,612.30
Fund 206	FIRE FUND				
001.000	CHECKING ACCT	227,226.68	36,086.80	5,457.39	257,856.09
001.001	MI CLASS - FD	258,881.11	797.53	0.00	259,678.64
001.002	MC EDGE - FD	0.00	0.00	0.00	0.00
	FIRE FUND	486,107.79	36,884.33	5,457.39	517,534.73
Fund 209	CEMETERY FUND				
001.001	MI CLASS - CEMETERY	343,472.68	1,058.16	0.00	344,530.84
001.002	MC EDGE - CEMETERY	0.00	0.00	0.00	0.00
006.000	POOLED CASH	91,335.43	2,484.00	4,300.93	89,518.50
	CEMETERY FUND	434,808.11	3,542.16	4,300.93	434,049.34
Fund 592	SEWER FUND				
006.000	POOLED CASH	107,643.09	0.00	9,624.17	98,018.92
	TOTAL - ALL FUNDS	1,915,667.72	45,040.97	121,824.96	1,838,883.73

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP
POST DATES 06/01/2026 - 06/30/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GFPOL

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
4469	LAVONNE THORNTON	06/11/2026	06/11/2026	200.00	0.00	Paid	Y
4470	AMERICAN CLASSIC DUMPSTER SERVICE	06/03/2026	06/12/2026	345.00	0.00	Paid	Y
4471	AMERICAN CLASSIC DUMPSTER SERVICE	06/08/2026	06/12/2026	550.00	0.00	Paid	Y
4472	AMERICAN CLASSIC DUMPSTER SERVICE	06/01/2026	06/12/2026	782.90	0.00	Paid	Y
4474	ANAVON TECHNOLOGY GROUP	06/01/2026	06/12/2026	128.84	0.00	Paid	Y
4475	CHARTER COMMUNICATIONS	06/01/2026	06/12/2026	180.00	0.00	Paid	Y
4477	CINTAS	06/04/2026	06/12/2026	91.93	0.00	Paid	Y
4479	CONSUMERS ENERGY	06/05/2026	06/12/2026	78.77	0.00	Paid	Y
4480	CONSUMERS ENERGY	06/05/2026	06/12/2026	182.90	0.00	Paid	Y
4481	CONSUMERS ENERGY	06/01/2026	06/12/2026	29.66	0.00	Paid	Y
4482	CONSUMERS ENERGY	06/01/2026	06/12/2026	108.59	0.00	Paid	Y
4483	CONSUMERS ENERGY	05/26/2026	06/12/2026	55.30	0.00	Paid	Y
4484	CONSUMERS ENERGY	05/22/2026	06/12/2026	48.61	0.00	Paid	Y
4485	CONSUMERS ENERGY	05/22/2026	06/12/2026	56.48	0.00	Paid	Y
4486	CONSUMERS ENERGY	05/29/2026	06/12/2026	211.81	0.00	Paid	Y
4487	CONSUMERS ENERGY	05/29/2026	06/12/2026	43.95	0.00	Paid	Y
4488	CONSUMERS ENERGY	05/27/2026	06/12/2026	29.45	0.00	Paid	Y
4489	DTE ENERGY	06/05/2026	06/12/2026	62.37	0.00	Paid	Y
4490	DTE ENERGY	06/05/2026	06/12/2026	78.61	0.00	Paid	Y
4491	ECHO PUBLISHING INC	06/08/2026	06/12/2026	244.00	0.00	Paid	Y
4492	GLENN C BEAVIS	06/02/2026	06/12/2026	41.13	0.00	Paid	Y
4493	GREAT LAKES ENERGY	05/16/2026	06/12/2026	360.27	0.00	Paid	Y
4494	HALLACK CONTRACTING	04/01/2026	06/12/2026	4,680.00	0.00	Paid	Y
4495	KEITH EDWARDS	05/28/2026	06/12/2026	14.06	0.00	Paid	Y
4496	MICHIGAN TOWNSHIP ASSOCIATION	06/01/2026	06/12/2026	5,803.18	0.00	Paid	Y
4497	MIKA MYERS	05/13/2026	06/12/2026	1,429.00	0.00	Paid	Y
4498	MIKA MYERS	05/13/2026	06/12/2026	2,579.50	0.00	Paid	Y
4500	OCEANA MTA	05/27/2026	06/12/2026	100.00	0.00	Paid	Y
4501	OCEANA COUNTY TREASURER	06/02/2026	06/12/2026	24.88	0.00	Paid	Y
4502	PENTWATER CONVENIENCE CENTER	05/29/2026	06/12/2026	57.22	0.00	Paid	Y
4503	PENTWATER CHAMBER OF COMMERCE	06/11/2026	06/12/2026	2,000.00	0.00	Paid	Y
4504	PLANTE MORAN, PLLC	05/29/2026	06/12/2026	1,900.00	0.00	Paid	Y
4505	ROOSE ELECTRIC CO., INC	06/05/2026	06/12/2026	150.00	0.00	Paid	Y
4506	ROOSE ELECTRIC CO., INC	06/05/2026	06/12/2026	234.48	0.00	Paid	Y
4507	RYANS LAWN CARE	06/05/2026	06/12/2026	204.00	0.00	Paid	Y
4508	QUADIENT FINANCE USA INC	05/31/2026	06/12/2026	500.00	0.00	Paid	Y
4509	QUADIENT LEASING USA, INC	05/27/2026	06/12/2026	482.04	0.00	Paid	Y
4510	RICOH USA, INC - 1	05/20/2026	06/12/2026	111.92	0.00	Paid	Y
4511	SHOTWELL SOLUTIONS LLC	06/01/2026	06/12/2026	708.42	0.00	Paid	Y
4512	W MI SHORELINE REGION DEVELOP COM	06/30/2026	06/12/2026	53,000.00	0.00	Paid	Y
4513	AMERICAN CLASSIC DUMPSTER SERVICE	06/01/2026	06/12/2026	1,085.00	0.00	Paid	Y
4514	JONS TO GO	06/16/2026	06/16/2026	115.00	0.00	Paid	Y
4515	MIKA MYERS	04/20/2026	06/16/2026	234.50	0.00	Paid	Y
4516	MIKA MYERS	04/20/2026	06/16/2026	67.00	0.00	Paid	Y
4517	MIKA MYERS	04/20/2026	06/16/2026	2,199.50	0.00	Paid	Y
4518	PLANTE MORAN, PLLC	06/12/2026	06/16/2026	2,612.50	0.00	Paid	Y
4519	AMERICAN CLASSIC DUMPSTER SERVICE	06/15/2026	06/18/2026	651.38	651.38	Open	N

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP
 POST DATES 06/01/2026 - 06/30/2026
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GFFOL

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
4520	CINTAS	06/18/2026	06/18/2026	91.93	91.93	Open	N
4521	HEATHER DOUGLAS	06/17/2026	06/18/2026	1,000.00	1,000.00	Open	N
4522	PENTWATER CONVENIENCE CENTER	06/12/2026	06/18/2026	51.81	51.81	Open	N
4523	PLANTE MORAN, PLLC	05/11/2026	06/18/2026	1,377.50	1,377.50	Open	N
4524	GLENN C BEAVIS	06/18/2026	06/18/2026	255.20	255.20	Open	N
4525*	CONSUMERS CREDIT UNION	06/02/2026	06/18/2026	526.50	0.00	Paid	Y
4526	CUMMINS SALES AND SERVICE	06/22/2026	06/24/2026	2,487.22	2,487.22	Open	N
4527	GREAT LAKES ENERGY	06/15/2026	06/24/2026	352.87	352.87	Open	N
4528	MAUREEN MURPHY	06/24/2026	06/24/2026	344.22	344.22	Open	N
4529	MIKA MYERS	06/17/2026	06/24/2026	1,064.50	1,064.50	Open	N
4530	MIKA MYERS	06/17/2026	06/24/2026	636.50	636.50	Open	N
4531	OCEANA COUNTY ROAD COMMISSION	06/23/2026	06/24/2026	5,313.00	5,313.00	Open	N
4532	PENTWATER CONVENIENCE CENTER	04/20/2026	06/24/2026	77.00	77.00	Open	N
4533	PENTWATER CONVENIENCE CENTER	06/15/2026	06/24/2026	23.03	23.03	Open	N
4534	PENTWATER CONVENIENCE CENTER	05/20/2026	06/24/2026	221.00	221.00	Open	N
4535	ROOSE ELECTRIC CO., INC	06/20/2026	06/24/2026	1,303.00	1,303.00	Open	N
4536	UTILITY FINANCIAL SOLUTIONS, LLC	06/11/2026	06/24/2026	2,448.00	2,448.00	Open	N
4549	MICHIGAN MUNICIPAL TREASURERS ASS	06/25/2026	06/25/2026	15.00	15.00	Open	N
4550	CONSUMERS ENERGY	06/23/2026	06/26/2026	78.39	78.39	Open	N
4551	CONSUMERS ENERGY	06/23/2026	06/26/2026	59.43	59.43	Open	N
# of Invoices:	67	# Due:	20	Totals:	102,580.25	17,850.98	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					102,580.25	17,850.98	

* 1 Net Invoices have Credits Totalling: (354.00)

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			80,002.79	5,313.01		
	204 - ROAD FUND			5,313.00	5,313.00		
	209 - CEMETERY FUND			1,394.08	496.06		
	592 - SEWER FUND			15,870.48	6,728.91		
--- TOTALS BY DEPT/ACTIVITY ---							
000 -				5,313.00	5,313.00		
215 -	CLERK			41.13	0.00		
247 -	BOARD OF REVIEW			100.00	0.00		
253 -	TREASURER			6,561.59	2,392.50		
262 -	ELECTION			456.90	255.20		
265 -	TOWNSHIP			15,814.44	1,792.93		
526 -	TRANSFER STATION			3,794.23	872.38		
538 -	SHARED N&S SEWER EXPENDITUR			6,215.50	2,448.00		
540 -	TWP NORTH SEWER EXPENDITURE			392.91	137.82		
541 -	TWP SOUTH SEWER EXPENDITURE			9,261.97	4,143.09		
567 -	CEMETERY			1,394.08	496.06		
597 -	DOC/RECREATION/PLIB			53,000.00	0.00		
703 -	ZONING BOARD OF APPEALS			234.50	0.00		

BANK CODE: FDCHK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
4473	AMERICAN CLASSIC DUMPSTER SERVICE	06/03/2026	06/12/2026	100.00	0.00	Paid	Y
4476	CHARTER COMMUNICATIONS	06/01/2026	06/12/2026	313.08	0.00	Paid	Y
4478	CONSUMERS ENERGY	05/26/2026	06/12/2026	322.26	0.00	Paid	Y
4499	MIKA MYERS	05/13/2026	06/12/2026	3,082.00	0.00	Paid	Y
4537	ADVANTAGE FLEET	06/01/2026	06/24/2026	1,243.42	1,243.42	Open	N
4538	ADVANTAGE FLEET	06/04/2026	06/24/2026	3,051.75	3,051.75	Open	N
4539	ADVANTAGE FLEET	06/18/2026	06/24/2026	423.20	423.20	Open	N
4540	AXES & IRONS	05/19/2026	06/24/2026	744.65	744.65	Open	N
4541	BAUER BUILT INC	05/12/2026	06/24/2026	190.60	190.60	Open	N
4542	DTE ENERGY	06/07/2026	06/24/2026	182.61	182.61	Open	N
4543	GREAT LAKES BREATHING AIR	05/19/2026	06/24/2026	979.12	979.12	Open	N
4544	MICHIGAN COUNTIES WORKERS COMP FU	05/13/2026	06/24/2026	1,005.96	1,005.96	Open	N
4545	MIKA MYERS	06/17/2026	06/24/2026	1,675.00	1,675.00	Open	N
4546	PENTWATER CONVENIENCE CENTER	04/02/2026	06/24/2026	57.59	57.59	Open	N
4547	TRINITY HEALTH WORKPLACE LUDINGTO	05/14/2026	06/24/2026	36.00	36.00	Open	N
4548	VERIZON	05/24/2026	06/24/2026	76.02	76.02	Open	N

of Invoices: 16 # Due: 12 Totals: 13,483.26
of Credit Memos: 0 # Due: 0 Totals: 0.00
Net of Invoices and Credit Memos: 13,483.26

--- TOTALS BY FUND ---
206 - FIRE FUND 9,665.92
--- TOTALS BY DEPT/ACTIVITY ---
336 - FIRE 9,665.92

For Check Dates 06/01/2026 to 06/30/2026

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit Status
06/25/2026	GFPOL	DD572	BAILEY, CHRISTOPHER R.	764.38	0.00	678.19 Cleared
06/25/2026	GFPOL	DD573	BANE, CARTER M	594.00	0.00	493.95 Cleared
06/25/2026	GFPOL	DD574	BEAVIS, GLENN C	744.04	0.00	499.25 Cleared
06/25/2026	GFPOL	DD575	CAVAZOS, LYNNETTE M	1,523.15	0.00	1,203.27 Cleared
06/25/2026	GFPOL	DD576	CLUCHEY, TERRY L.	91.74	0.00	80.83 Cleared
06/25/2026	GFPOL	DD577	DOUGLAS, HEATHER A	1,523.15	0.00	1,320.99 Cleared
06/25/2026	GFPOL	DD578	DOUGLAS, HEATHER A	170.88	0.00	157.81 Cleared
06/25/2026	GFPOL	DD579	EATON, BARBARA C	2,336.00	0.00	1,560.94 Cleared
06/25/2026	GFPOL	DD580	EDWARDS, KEITH J	1,482.35	0.00	1,284.32 Cleared
06/25/2026	GFPOL	DD581	FLOOD, DEBRA A	466.41	0.00	406.36 Cleared
06/25/2026	GFPOL	DD582	FLOOD, JOSEPH M	300.52	0.00	264.75 Cleared
06/25/2026	GFPOL	DD583	FLYNN, MICHAEL W	149.31	0.00	121.54 Cleared
06/25/2026	GFPOL	DD584	GRAETTINGER, JOHN S	91.74	0.00	80.82 Cleared
06/25/2026	GFPOL	DD585	HOLUB, DEAN J	149.31	0.00	131.53 Cleared
06/25/2026	GFPOL	DD586	HOYMAN, PATRICK J	91.74	0.00	80.83 Cleared
06/25/2026	GFPOL	DD587	LYNN, ROBERT I	412.44	0.00	373.81 Cleared
06/25/2026	GFPOL	DD588	MILLER, ROBERT A	689.88	0.00	615.02 Cleared
06/25/2026	GFPOL	DD589	MONTON, ANTHONY A	114.68	0.00	101.04 Cleared
06/25/2026	GFPOL	DD590	MURPHY, MAUREEN H	1,523.15	0.00	1,282.46 Cleared
06/25/2026	GFPOL	DD591	MURPHY, MAUREEN H	307.58	0.00	270.98 Cleared
06/25/2026	GFPOL	DD592	SIOK, BARBARA	72.12	0.00	63.53 Cleared
06/25/2026	GFPOL	DD593	STURR, MARK T	91.74	0.00	80.83 Cleared
06/25/2026	GFPOL	EFT330	POOLED FEDERAL TAXES	3,103.03	3,103.03	0.00 Cleared
06/25/2026	GFPOL	EFT331	STATE OF MICHIGAN	3,141.07	3,141.07	0.00 Cleared
06/10/2026	GFPOL	DD558	BAILEY, CHRISTOPHER R.	764.38	0.00	678.19 Cleared
06/10/2026	GFPOL	DD559	BEAVIS, GLENN C	1,243.76	0.00	834.03 Cleared
06/10/2026	GFPOL	DD560	CAVAZOS, LYNNETTE M	1,523.15	0.00	1,203.29 Cleared
06/10/2026	GFPOL	DD561	DOUGLAS, HEATHER A	1,523.15	0.00	1,320.97 Cleared
06/10/2026	GFPOL	DD562	DOUGLAS, HEATHER A	170.88	0.00	157.80 Cleared
06/10/2026	GFPOL	DD563	EATON, BARBARA C	2,336.00	0.00	1,560.95 Cleared

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/10/2026	GFPOL	DD564	EDWARDS, KEITH J	1,526.77	0.00	1,319.00	Cleared
06/10/2026	GFPOL	DD565	EDWARDS, KEITH J	55.53	0.00	51.27	Cleared
06/10/2026	GFPOL	DD566	FLOOD, DEBRA A	549.70	0.00	473.93	Cleared
06/10/2026	GFPOL	DD567	FLOOD, JOSEPH M	300.52	0.00	264.77	Cleared
06/10/2026	GFPOL	DD568	LYNN, ROBERT L	451.72	0.00	408.41	Cleared
06/10/2026	GFPOL	DD569	MILLER, ROBERT A	689.88	0.00	615.01	Cleared
06/10/2026	GFPOL	DD570	MURPHY, MAUREEN H	1,523.15	0.00	1,282.48	Cleared
06/10/2026	GFPOL	DD571	MURPHY, MAUREEN H	307.58	0.00	270.98	Cleared
06/09/2026	GFPOL	EFT329	POOLED FEDERAL TAXES	3,068.64	3,068.64	0.00	Cleared
Totals:			Number of Checks: 039	35,969.22	9,312.74	21,594.13	

Total Physical Checks:

Total Check Stubs:

39

For Check Dates 06/01/2026 to 06/30/2026

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit Status
06/25/2026	FDCBK	EFT332	STATE OF MICHIGAN	1,072.75	1,072.75	0.00 Cleared
Totals:			Number of Checks: 001	1,072.75	1,072.75	0.00

Total Physical Checks:

Total Check Stubs:

1



PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511
www.pentwaterfiredepartment.com

Monthly Meeting Agenda

Meeting Date: Wednesday, July 1, 2026 19:00

Meeting Location: Pentwater Fire Department

Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 6/3/26
- III. Reports of Officers
 - a. Treasurer Brad Van Duinen
 - i. Ending Payroll - \$26,410
 - ii. Checking - \$261,933.07
 - iii. CLASS – \$0.00
 - iv. EDGE - \$259,678.64
 - v. Total Funds - \$521,611.71
 - vi. Funds Net Payroll - \$495,201.71
- IV. Old Business
 - a. By-Laws
 - b. ID Badges
 - c. Equipment Updates
 - i. 341 sale complete
 - d. Paysheet and Report Completion Verification Process
 - e. Highway Pickup target is September 19, 2026
 - i. Meet at PFD at 07:00.
 - ii. Headcount will be taken at September business meeting to plan for breakfast.
 - f. Hose Testing Completed June 9th
 - g. Fireworks July 3rd
 - h. West Mich Fire Authority
- V. New Business
 - a. OHSA
 - b. Potential Duty Shifts, July 4th and 5th
 - c. SCBA Loan
- VI. Training
 - a. Burn pile burned in June



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- VII. Discussion on Last Months' Calls-
 - a. 27 medical, 10 fire and 1 UAV call for service in June
 - b. 1 missed medical call in June
 - c. Discussion on best practices for prior months' calls
- VIII. Adjourn



PENTWATER FIRE DEPARTMENT

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Officers Meeting Agenda

Meeting Date: Wednesday, June 3, 2026 19:00
Meeting Location: Pentwater Fire Department
Call to Order

Please note- the agenda for the Officer Meeting is the same as the regular monthly meeting and items are often discussed at both meetings.

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 6/3/26
- III. Reports of Officers
 - a. Treasurer Brad Van Duinen
 - i. Ending Payroll - \$26,410
 - ii. Checking - \$261,933.07
 - iii. CLASS - \$ 0.00
 - iv. EDGE - \$259,678.64
 - v. Total Funds - \$521,611.71
 - vi. Funds Net Payroll - \$495,201.71
- IV. Old Business
 - a. By-Laws
 - b. ID Badges
 - c. Equipment Updates
 - i. 341 sale complete
 - d. Paysheet and Report Completion Verification Process
 - e. Highway Pickup target is September 19, 2026
 - i. Meet at PFD at 07:00.
 - ii. Headcount will be taken at September business meeting to plan for breakfast.
 - f. Hose Testing Completed June 9th
 - g. Fireworks July 3rd
 - h. West Mich Fire Authority
- V. New Business
 - a. OHSa
 - b. Potential Duty Shifts, July 4th and 5th
 - c. SCBA Loan



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- VI. Training
 - a. Burn pile burned in June
- VII. Discussion on Last Months' Calls-
 - a. 27 medical, 10 fire and 1 UAV call for service in June
 - b. 1 missed medical call in June
 - c. Discussion on best practices for prior months' calls
- VIII. Adjourn



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Monthly Meeting Minutes

Meeting Date: Wednesday, June 3, 2026 19:00
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 5/6/26
 - b. A motion to approve the minutes was made by Mike Barefoot and seconded by Oscar Esquivel. The motion was unanimously passed by all members present.
- III. Reports of Officers
 - a. Treasurer Brad Van Duinen
 - i. Ending Payroll - \$19,610
 - ii. Checking - \$228,221.66
 - iii. CLASS – \$258,881.11
 - iv. EDGE - \$0.00
 - v. Total Funds - \$487,102.77
 - vi. Funds Net Payroll - \$467,492.77
- IV. Old Business
 - a. By-Laws
 - b. New Millage Planning for November 2026 Election
 - c. ID Badges
 - d. Equipment Updates
 - i. Gas meters coming in June
 - e. Paysheet and Report Completion Verification Process
 - f. Highway Pickup target is September 19, 2026.
 - i. Meet at PFD at 07:00.
 - ii. Headcount will be taken at September business meeting to plan for breakfast.
 - g. New Hire
 - i. Process completed in May 2026 for Christopher McLaughlin
- V. New Business
 - a. Hose Testing, June 9th at 08:00.
 - i. Plan on using school property for needed space.
 - b. Fireworks, Friday – July 3, 2026.



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- i. TBD on when beach will be closed off.
 - ii. Boat coverage will be needed.
- c. West Mich Fire Authority
- d. Equipment Sale
 - i. 341 sale is complete.

VI. Training

- a. Burn pile needs to be burned but looking for opportunity when it isn't so dry.
- b. Potentially some RIT and downed firefighter training for the month of June.

VII. Discussion on Last Months' Calls-

- a. 26 medical, 6 fire and 4 UAV calls for service in May
- b. 1 missed medical call in May
- c. Discussion on best practices for prior months' calls
 - i. Remember to provide an update to EMS when they are coming on scene.

VIII. Adjourn

- a. Meeting adjourned by Mike Barefoot



PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511
www.pentwaterfiredepartment.com

Officers Meeting Agenda

Meeting Date: Wednesday, June 3, 2026 19:00

Meeting Location: Pentwater Fire Department

Call to Order

Please note- the agenda for the Officer Meeting is the same as the regular monthly meeting and items are often discussed at both meetings.

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 5/6/26
- III. Reports of Officers
 - a. Treasurer Brad Van Duinen
 - i. Ending Payroll - \$19,610
 - ii. Checking - \$228,221.66
 - iii. CLASS – \$258,881.11
 - iv. EDGE - \$0.00
 - v. Total Funds - \$487,102.77
 - vi. Funds Net Payroll - \$467,492.77
- IV. Old Business
 - a. By-Laws
 - b. New Millage Planning for November 2026 Election
 - c. ID Badges
 - d. Equipment Updates
 - i. Gas meters to arrive in June
 - ii. Information on community funding program to be sent to township regarding the air pack purchase.
 - e. Paysheet and Report Completion Verification Process
 - f. Highway Pickup target is September 19, 2026
 - g. New Hire
 - i. Process completed in May 2026 for Christopher McLaughlin
- V. New Business
 - a. Hose Testing, June 9th at 08:00
 - b. Fireworks, Friday – July 3, 2026
 - c. West Mich Fire Authority, target is September 1, 2026 to organize the board.



PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511
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- d. Equipment Sale, 341 sale is complete
- e. Brush pile needs to be burned

VI. Training

VII. Discussion on Last Months' Calls-

- a. 26 medical, 6 fire and 4 UAV calls for service in May
- b. 1 missed medical call in May
- c. Discussion on best practices for prior months' calls

VIII. Adjourn

- a. Meeting adjourned by Jonathan Hughart

Pentwater Township
Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer
Monthly Report – June 30, 2026

The following is a summary of the activities that were conducted by the Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer for the month of June 2026.

Deputy Supervisor - I worked with the Township Supervisor, Lynne Cavazos, F&V, and/or the Township Attorney regarding:

- Attended EGLE Webinar on Sewer System Distribution Regulations on June 4.
- Attended the Township Board meeting of June 10.
- Attended the Oceana County Road Commission open house on June 11.
- Attended the Red Barn meeting on June 22.
- Hosted conference call with Clerk and Attorney on Franchises and Telecommunications on June 25.
- Reviewed and submitted Sanitary Sewer System invoices.
- Prepared a proposed Traffic Order and Resolution for Monroe Road.
- Prepared information for repeal of the existing Animal Control Ordinance
- Prepared Draft RFP for Planning Consulting Services.
- Assisted in conducting load tests of Township North Lift Stations.
- Mowed grass at Township Sewer lift stations.
- Prepared request for back-up generators for Township North Lift Stations.

Code Enforcement – Worked with the Township Attorney on Zoning Compliance case regarding a dock at 5768 Longbridge Road.

Planning Commission - The Planning Commission met on June 9 to discuss:

- A. Housing – Continued Discussion – Master Plan supported Zoning Ordinance Amendments.
- B. Planned Unit Development – Chapter 14 of the Pentwater Township Zoning Ordinance – Policy Discussion.
- C. Annual Meeting – Election of Officers where Tony Monton was re-elected as Chairperson, Terry Cluchey as Vice Chairperson and Heather Douglas as Secretary.

D. Approved the 2026 – 2027 Meeting Schedule.

E. Reviewed the draft Planning Consultant Request for Proposals (RFP).

Zoning Board of Appeals - The Zoning Board of Appeals did not meet in June.

Zoning Permits – The following Zoning Permits were issued in June:

1. ZP 3575 was issued to Royal Green for a 168 sq. ft. addition to 6039 Duna Vista Drive.
2. ZP 3576 was issued to Duer Building & Design for additions to 5935 Longbridge Rd.
3. ZP 3577 was issued to Todd & Debra Behm for a 875 Sq. ft. new ranch home and 144 sq. ft. shed on Pentwater Blvd. in the Pythian Park Plat, Parcel No. 001-616-012-05.

Other Comments – None.

Sincerely,

Keith J. Edwards

Pentwater Township

Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer

Township of Pentwater Assessor

500 N Hancock St.
PO Box 512
Pentwater MI 49449
Phone: (231) 869-6231 Ext 4

Monthly Township Report July 2026

Board of Review:

- The July Board of Review will be held on July 21, 2026, at 1 pm at the Township Hall.

Michigan Tax Tribunal:

- We have no pending MTT cases currently.
- The deadline for filing a **Commercial/Industrial** petition is June 1, 2026 (The May 31st deadline falls on a Sunday, so petitions are considered timely filed if postmarked by June 1st.)
- The deadline for filing a **Residential** petition is July 31, 2026.

Miscellaneous:

- The summer tax bills went out July 1st
- I have been working on entering deeds, property transfer affidavits, and PREs as they come in.

If you have any questions, please let me know!

Sincerely,
Barbie Eaton, MAAO
Pentwater Township Assessor



PENTWATER TOWNSHIP CEMETERY MONTHLY REPORT

MONTH OF: JUNE 2026

NUMBER OF BURIALS

Traditional: 1

Cremains:

Columbarium 1

FOUNDATIONS SET: 2

GRAVESITES SOLD: 4

COLUMBARIUMS SOLD:

SCATTER BRICKS SOLD:

Equipment Maintenance: (Approximate # of hours)

Grounds Care: (Approximate # of hours)

Openings/Closings: (Approximate # of hours)

Administration: 65 (Approximate # of hours)

(i.e. Record maintenance, phone calls, emails,
Meetings with families, grave location, etc.)

Respectfully Submitted

MAUREEN MURPHY, CLERK

Date: 07/01/2026

PENTWATER TOWNSHIP
TRANSFER SITE MONTHLY REPORT

Month/Year: 6/26

Total Number of Visitors: 284

Total Fees Rec'd: 2110.⁰⁰

<u>Site Usage</u>	<u>Village</u>	<u>Township</u>	<u>Weare</u>
Trash:	<u>34</u>	<u>104</u>	<u>24</u>
Recycling:	<u>32</u>	<u>65</u>	<u>12</u>
Both:	<u>5</u>	<u>7</u>	<u>1</u>

Yard Waste Visitors – Village: 164

Yard Waste Visitors – Township: 65

Yard Waste Visitors – Weare: 23

Submitted By: Bob Miller

Date: 6/29/26

MEMORANDUM

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: June 15, 2026

Subject: Repeal of Animal Control Police Power Ordinance

Board members may recall that Oceana County adopted an Animal Control Ordinance in 2024 and cannot enforce that ordinance until Pentwater Township repeals its existing Animal Control Ordinance.

Recently, in March of 2026, the Township Board adopted an amendment to Section 3.29 – Keeping of Animals within the Pentwater Township Zoning Ordinance as recommended by the Planning Commission which addresses the number of animals and the conditions required for the keeping of domesticated animals including cats, dogs and farm animals.

Thus, for the most part, animal control will be the responsibility of Oceana County and the Pentwater Township Zoning Ordinance, with one exception. Neither ordinance addresses barking dogs. While the control of barking dogs is typically part of County Animal Control such regulation is often addressed by nuisance claims and addressed by the Sheriff's Office.

At this time, please consider repealing the Township's Animal Control Ordinance, Ordinance No. 10-12-2005, in accordance with the attached proposed ordinance.

TOWNSHIP OF PENTWATER
COUNTY OF OCEANA, MICHIGAN

Minutes of a regular meeting of the Township Board of the Township of Pentwater, held at the Pentwater Township Hall, 500 N. Hancock Street, within the Township, on the 8th day of July 2026, at 6:00 p.m. Local Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following ordinance was offered by Member _____ and seconded by Member _____:

ORDINANCE NO. 26-__

**AN ORDINANCE TO REPEAL PENTWATER TOWNSHIP
ORDINANCE NO. 10-12-2005 (THE ANIMAL CONTROL ORDINANCE)**

THE TOWNSHIP OF PENTWATER ORDAINS:

WHEREAS, the Pentwater Township Board adopted an Animal Control Ordinance, which is Township Ordinance No. 10-12-2005 (the "Animal Control Ordinance"), which specifically limits the number of cats and dogs and the handling of barking dogs;

WHEREAS, the Oceana County Board of Commissioners adopted the Oceana County Animal Control Ordinance No. 2024-07 on September 26, 2024, with an effective date of November 2, 2024 (30 days after Notice of Adoption was published in the Oceana Herald-Journal on October 3, 2024);

WHEREAS, under Public Act 339 of 1919, MCL 287.261 et seq., as amended, the Oceana County Animal Control Ordinance cannot be enforced within any city, village, or township that has its own animal control ordinance; and

WHEREAS, the Township Board desires for Oceana County to have jurisdiction to enforce the Oceana County Animal Control Ordinance within the Township.

Section 1. Repeal of Ordinance. Pentwater Township Ordinance No. 10-12-2005, being an ordinance establishing animal control requirements, is hereby REPEALED.

Section 2. Effective Date and Repealer. This Ordinance shall become effective thirty days after its publication or thirty days after the publication of a summary of its provisions in a newspaper of general circulation. All Ordinances or parts of ordinances in conflict herewith are hereby repealed.

AYES: Members: _____

NAYS: Members: _____

ABSTAIN: Members: _____

ORDINANCE DECLARED ADOPTED.

Maureen Murphy, Township Clerk
Township of Pentwater

Ordinance becomes effective: _____, 2025

STATE OF MICHIGAN)
) ss.
COUNTY OF OCEANA)

I hereby certify that the foregoing is a true and complete copy of the Ordinance adopted by the Township Board of the Township of Pentwater at a regular meeting held on July 8, 2026.

I hereby certify pursuant to MCL 41.184 that Township Ordinance No. 26-____ or a summary thereof was published in the *Oceana Echo* on _____, 2026.

Dated: _____, 2026

Maureen Murphy, Township Clerk
Township of Pentwater



900 MONROE AVE NW
GRAND RAPIDS, MI 49503

PHONE (616) 632-8000
FAX (616) 632-8002
MIKAMEYERS.COM

Jonathan D. Tromp

Direct Dial/Fax (616) 632-8025

E-mail jtromp@mikameyers.com

January 7, 2024

Ms. Lynne Cavazos
Township Supervisor
Pentwater Township
500 N. Hancock Street
P.O. Box 512
Pentwater, MI 49449
supervisor@pentwatertownshipmi.gov

Re: Repeal of Township Animal Control Ordinance and Amendment of Township
Zoning Ordinance – Barking of Dogs

Dear Lynne:

As you know, Oceana County has adopted a new animal control ordinance and cannot enforce that ordinance within the Township until the Township repeals its animal control ordinance. Accordingly, enclosed is a draft ordinance for the Township to repeal its Animal Control Ordinance (Ordinance No. 10-12-2005).

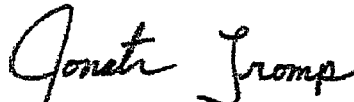
There are a couple things covered in the Township's Animal Control Ordinance that are not in the County's ordinance. The new County ordinance does not contain a limit on the number of dogs, or other household pets allowed, nor does it address the barking of dogs. The household pet limit is covered by Section 3.29(B) of the Pentwater Township Zoning Ordinance, which is Ordinance No. 7-14-99. However, the barking of dogs is not currently handled by the Zoning Ordinance.

In the fall, my colleague, Brad Fowler, prepared an ordinance to amend the Township's Zoning Ordinance with respect to the keeping of animals. Pursuant to a conversation with Keith Edwards, it is our understanding that this amendment is still under the Planning Commission's consideration. To ensure the Township can continue to regulate habitually-barking dogs, I have revised paragraph B of the proposed amendment to Section 3.29(B) of the Zoning Ordinance as previously provided, to incorporate language regarding the barking of dogs. A copy of the updated draft ordinance with this additional language is enclosed. As this is a proposed amendment, it must first be considered by the Planning Commission. After a public hearing, the Planning Commission can then recommend adoption of the ordinance amendment to the Township Board.

Ms. Lynne Cavazos
January 7, 2025
Page 2

Please let me know if you have any questions or comments or would like to discuss either the ordinance to repeal or the amendment to the zoning ordinance before they are considered by the Township Board.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jonathan D. Tromp". The signature is fluid and cursive, with the first name "Jonathan" and last name "Tromp" clearly distinguishable.

Jonathan D. Tromp

sgc

Encl.

By E-mail Only

cc: Keith Edwards
Brad Fowler
Mark Nettleton

nb (b)

MEMORANDUM

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: June 26, 2026

**Subject: Backup Electrical Generators for Lift Stations
Township North Sanitary Sewer System**

In September of 2023, the Township Engineer's Fleis & Vandenbrink finalized their Sanitary Sewer System Evaluation of the Township North and Township South Sanitary Sewer Systems. Part of their recommendations included adding back-up electrical generators at the Lake View and Boat House Lift Stations along Monroe Road. The anticipated cost of purchasing and installing those generators was \$100,000.00 total, or approximately \$50,000 each (see the attached Table 1 from the 2023 Evaluation). There is an existing back up electrical generator at the Apache Hills lift station.

Recently, I requested Tom Roose to conduct a load test of both lift stations to determine the proper generator for each lift station. Although the sizes of the pumps are different at each lift station the electrical requirements for each lift station are the same. Tom provided this service at no cost to the Township and F&V Operations assisted during their weekly visits, again, at no additional cost to the Township. Subsequently, I obtained the attached proposals from Tom Roose of Roose Electric Co., Inc. for the appropriate generators for each site. With the exception of the natural gas meter to be installed by DTE Energy, each generator installation will cost \$13,700.00, or \$27,400.00 total not including gas line connections and gas meter installations.

After reviewing the Sewer Fund with the Clerk's office, the Sewer Fund has cash available of approximately \$98,018.92. Approximately \$30,000.00 of that has been committed for cleaning and televising the Township North Sanitary Sewer System and smoke testing, which is yet to be completed in July of this year. After these commitments, the Sewer Fund would have a balance of approximately \$40,000.00 with another round of revenue coming in after July 1, 2026. Due to an anticipated invoice coming from the Village for the second quarter of 2026/27, (including penalty for going over 8,000 gallons per day (gpd) for the week of April 9, 2026 (see attached flow data spreadsheet), I remain confident that we can

make the purchase of these generators and meet our future obligations within the confines of the Sewer Fund.

At this time, please consider approval of the two lift station generators for the Township North Sanitary Sewer System in the amount of \$27,400.00 pursuant to the attached proposals from Roose Electrical Co., Inc.

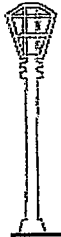
Tom has requested half of the cost up front to order each generator (see the attached invoices). I have also requested additional information from DTE Energy regarding the gas line connections and gas meter installations.

Table 1. Recommendations		
	Recommendation	Estimated Cost ¹
1	Pump out septic and dosing tanks	\$ 15,000.00
2	Replace Apache Hills lift station control panel (completed 07/2023)	\$ 3,500.00
3	Unplug Apache Hills dosing piping	\$ 5,000.00
4	Investigate/ replumb Apache Hills dosing tank	\$ 29,000.00
5	Investigate/ replumb Hilltop dosing tank	\$ 29,000.00
6	Develop a schedule for regularly cleaning out STEP tanks ³	\$ -
7	Develop a schedule for regularly cleaning septic and dosing tanks ³	\$ -
8	Develop a schedule to switch flows between drain field halves ³	\$ -
9	Clarify NPDES flows and limits with EGLE ²	\$ 4,000.00
10	Add generators at Boathouse and Lakeview lift stations	\$ 100,000.00
11	Install alarm callout system for lift stations	\$ 20,000.00
12	Creation of O&M Manual and Discharge Monitoring Plan	\$ 40,000.00
13	Clean Boathouse wet well	\$ 5,000.00
14	Clean Apache Hills wet well (short term)	\$ 5,000.00
15	Develop a schedule for regularly cleaning lift stations ³	\$ -
16	Investigate stormwater connections to sanitary system ³	\$ -
17	Replace Apache Hills wet well (long term)	\$ 150,000.00
18	Install surge protector at Apache Hills lift station	\$ 1,000.00
19	Bring Apache Hills conduits and junction boxes up to code	\$ 15,000.00
20	Install Lakeview pump overtemp and seal fail monitors	\$ 8,000.00
21	Replace all lift station pump lift chains	\$ 3,000.00
22	Remove small trees in Apache Hills drain field ³	\$ -
23	Clean STEP septic tanks	\$ 15,000.00
24	Replace floats at each STEP system	\$ 6,000.00
25	Tie Apache Hills generator into alarm system	\$ 5,000.00
26	Install radar transducer at each lift station	\$ 10,000.00
27	Regrade around Boathouse to achieve drainage away from lift station	\$ 10,000.00
28	Clean and televise all sanitary sewer	\$ 40,000.00
29	Develop a schedule for future cleaning and televising sanitary sewers ³	\$ -

¹Costs are in 2023 dollars.

²Cost assumes Township engineer supporting Township in discussions.

³Assumes done by FVOP & Township staff during normal operations.



**ROOSE
ELECTRIC
CO., INC.**

PROPOSAL

P.O. Box 50, Pentwater, MI 49449
(231) 881-6848

Thomas Roose
Master Electrician

Pentwater Township
500 N Hancock St
Pentwater MI 49449

JOB LOCATION:
Boat House Pump Station

5/1/2024 6/20/2026
RF-

WE HEREBY PROPOSE TO FURNISH THE MATERIALS AND PERFORM THE LABOR
NECESSARY FOR THE WIRING OF A 12 KW KOHLER GENERATOR INSTALLED AT
BOAT HOUSE PUMP STATION ON MONROE STREET

THIS PRICE INCLUDES: KOHLER 12 KW GENERATOR, AIR COOLED, 100 AMP
SERVICE RATED OUTDOOR TRANSFER SWITCH, CARBURETOR HEATER, BATTERY,
CELLULAR KIT, DELIVERY, SETTING OF GENERATOR ON PREFORMED PAD

THIS PRICE DOES INCLUDE: ELECTRICAL & MECHANICAL PERMIT, TRENCHING,
RUNNINS GAS PIPE FROM GENERATOR TO GAS METER, GAS HOOK-UP AND
GENERATOR START-UP.

THIS PRICE DOES NOT INCLUDE INSTALLATION OF NATURAL GAS METER AT PUMP
STATION

THIS PRICE DOES NOT INCLUDE INSTALLATION OF WIRELESS APP AND ANNUAL
FEE OF \$145.00 PER YEAR

All material is guarenteed to be as specified, and the above work to be performed and
completed in a substantial workmanlike manner for the sum of

Thirteen Thousand Seven Hundred Dollars and No/100 ----- \$13,700.00

with deposit of 50% upon acceptance and final payment to be made upon start-up along with any
additional work performed that is not included in this proposal at \$100.00 per hour.

Respectfully Submitted

Acceptance of Porposal

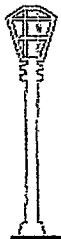
Thomas G Roose

President

Signature

Date

Note: This proposal may be withdrawn by us if not accepted within 15 days.



**ROOSE
ELECTRIC
CO., INC.**

Invoice

DATE	INVOICE #
6/20/26	4262

P.O. Box 50, Pentwater, MI 49449
(231) 881-6848

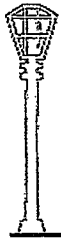
**Thomas Roose
Master Electrician**

BILL TO
Pentwater Township 500 N Hancock St Pentwater MI 49449

P.O. NO.	TERMS
	Due on receipt

QUANTITY	DESCRIPTION	RATE	AMOUNT
	As per attached estimate Deposit on 12 KW generator to be installed at the Boat House pump station on Monroe Street	6,850.00	6,850.00
Total			\$6,850.00

A FINANCE CHARGE of 1.5% per month which is an 18% Annual
Percentage Rate will be added to invoices over 30 days old.



**ROOSE
ELECTRIC
CO., INC.**

PROPOSAL

P.O. Box 50, Pentwater, MI 49449
(231) 881-6848

Thomas Roose
Master Electrician

Pentwater Township
500 N Hancock St
Pentwater MI 49449

JOB LOCATION:
Lakeview Pump Station

6/20/2026

WE HEREBY PROPOSE TO FURNISH THE MATERIALS AND PERFORM THE LABOR
NECESSARY FOR THE WIRING OF A 12 KW KOHLER GENERATOR INSTALLED AT
LAKEVIEW PUMP STATION ON MONROE STREET

THIS PRICE INCLUDES: KOHLER 12 KW GENERATOR, AIR COOLED, 100 AMP
SERVICE RATED OUTDOOR TRANSFER SWITCH, CARBURETOR HEATER, BATTERY,
CELLULAR KIT, DELIVERY, SETTING OF GENERATOR ON PREFORMED PAD

THIS PRICE DOES INCLUDE: ELECTRICAL & MECHANICAL PERMIT, TRENCHING,
RUNNINS GAS PIPE FROM GENERATOR TO GAS METER, GAS HOOK-UP AND
GENERATOR START-UP.

THIS PRICE DOES NOT INCLUDE INSTALLATION OF NATURAL GAS METER AT PUMP
STATION

THIS PRICE DOES NOT INCLUDE INSTALLATION OF WIRELESS APP AND ANNUAL
FEE OF \$145.00 PER YEAR

All material is guarenteed to be as specified, and the above work to be performed and
completed in a substantial workmanlike manner for the sum of

Thirteen Thousand Seven Hundred Dollars and No/100 -----\$13,700.00

with deposit of 50% upon acceptance and final payment to be made upon start-up along with any
additional work performed that is not included in this proposal at \$100.00 per hour.

Respectfully Submitted

Acceptance of Porposal

Thomas G Roose President

Signature Date

Note: This proposal may be withdrawn by us if not accepted within 15 days.



**ROOSE
ELECTRIC
CO., INC.**

Invoice

DATE	INVOICE #
6/20/26	4263

P.O. Box 50, Pentwater, MI 49449
(231) 881-6848

**Thomas Roose
Master Electrician**

BILL TO
Pentwater Township 500 N Hancock St Pentwater MI 49449

P.O. NO.	TERMS
	Due on receipt

QUANTITY	DESCRIPTION	RATE	AMOUNT
	As per attached estimate Deposit on 12 KW generator to be installed at the Lakeview pump station on Monroe Street	6,850.00	6,850.00
		Total	\$6,850.00

A FINANCE CHARGE of 1.5% per month which is an 18% Annual
Percentage Rate will be added to invoices over 30 days old.

06/25/2026 03:08 PM
User: MO
DB: Pentwater Twp

CASH SUMMARY BY ACCOUNT FOR PENTWATER TOWNSHIP
FROM 06/30/2026 TO 06/30/2026
FUND: 592
CASH AND INVESTMENT ACCOUNTS

Page: 1/1

Fund Account	Description	Beginning Balance 06/30/2026	Total Debits	Total Credits	Ending Balance 06/30/2026
Fund 592 SEWER FUND					
006.000	POOLED CASH	98,018.92	0.00	0.00	98,018.92

DATE	LAKEVIEW	Gallons	Days	GPD	APACHE HILLS	Gallons	Days	GPD	HILL TOP	Gallons	Days	GPD	Total gallons for Apache and Hill top	GPD for Apache Hills / Hill Top	Days
12/31/25	368,810				227,141				12,155,000				39,708	7,942	5
1/5/26	386,211	17,401	5	3,480	239,849	12,708	5	2,542	12,182,000	27,000	5	5,400	51,231	5,692	9
1/14/26	415,858	29,647	9	3,294	259,080	19,231	9	2,137	12,214,000	32,000	9	3,556	38,263	7,653	5
1/19/26	431,357	15,499	5	3,100	272,343	13,263	5	2,653	12,239,000	25,000	5	5,000	72,471	7,247	10
1/29/26	460,215	28,858	10	2,886	291,814	19,471	10	1,947	12,292,000	53,000	10	5,300	32,398	4,050	8
2/6/26	480,249	20,034	8	2,504	306,212	14,398	8	1,800	12,310,000	18,000	8	2,250	16,022	5,341	3
2/9/26	491,083	10,834	3	3,611	312,234	6,022	3	2,007	12,320,000	10,000	3	3,333	53,626	7,661	7
2/16/26	510,030	18,947	7	2,707	326,860	14,626	7	2,089	12,359,000	39,000	7	5,571	49,337	5,482	9
2/25/26	542,901	32,871	9	3,652	344,197	17,337	9	1,926	12,391,000	32,000	9	3,556	62,392	7,799	8
3/5/26	565,214	22,313	8	2,789	360,589	16,392	8	2,049	12,437,000	46,000	8	5,750	70,424	10,061	7
3/12/26	589,092	23,878	7	3,411	377,013	16,424	7	2,346	12,491,000	54,000	7	7,714	40,195	10,049	4
3/16/26	618,942	29,850	4	7,463	388,208	11,195	4	2,799	12,520,000	29,000	4	7,250	96,350	9,635	10
3/26/26	661,689	42,747	10	4,275	412,558	24,350	10	2,435	12,592,000	72,000	10	7,200	49,765	7,109	7
4/2/26	684,616	22,927	7	3,275	426,323	13,765	7	1,966	12,628,000	36,000	7	5,143	49,355	7,051	7
4/9/26	743,687	59,071	7	8,439	447,678	21,355	7	3,051	12,656,000	28,000	7	4,000	55,127	7,875	7
4/16/26	785,032	41,345	7	5,906	478,805	31,127	7	4,447	12,680,000	24,000	7	3,429	38,279	5,468	7
4/23/26	820,265	35,233	7	5,033	508,084	29,279	7	4,183	12,689,000	9,000	7	1,286	41,921	5,240	8
5/1/26	843,990	23,725	8	2,966	527,005	18,921	8	2,365	12,712,000	23,000	8	2,875	28,480	5,696	5
5/6/26	859,692	15,702	5	3,140	540,485	13,480	5	2,696	12,727,000	15,000	5	3,000	41,351	5,169	8
5/14/26	887,071	27,379	8	3,422	559,836	19,351	8	2,419	12,749,000	22,000	8	2,750	16,122	4,031	4
5/18/26	900,901	13,830	4	3,458	569,958	10,122	4	2,531	12,755,000	6,000	4	1,500	67,867	6,787	10
5/28/26	944,659	43,758	10	4,376	607,825	37,867	10	3,787	12,785,000	30,000	10	3,000	36,913	5,273	7
6/4/26	975,535	30,876	7	4,411	626,738	18,913	7	2,702	12,803,000	18,000	7	2,571	39,273	5,610	7
6/11/26	1,008,051	32,516	7	4,645	652,011	25,273	7	3,610	12,817,000	14,000	7	2,000	42,089	7,015	6
6/17/26	1,040,644	32,593	6	5,432	680,100	28,089	6	4,682	12,831,000	14,000	6	2,333	53,268	6,659	8
6/25/26	1,085,836	45,192	8	5,649	713,368	33,268	8	4,159	12,851,000	20,000	8	2,500	-13,564,368	#DIV/0!	0
		#####		#DIV/0!		-713,368	0	#DIV/0!		#####	0	#DIV/0!	0	#DIV/0!	0
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nb (c)

MEMORANDUM

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: June 30, 2026

Subject: Request for approval of Traffic Control Order for Monroe Road

For the reasons stated in the attached Traffic Control Order, the Township Supervisor's office is requesting the Township Board consider approval of the attached Resolution for the proposed Traffic Control Order for Monroe Road. We have also enclosed a map with this memorandum which depicts the area being considered for traffic control.

While there are quite a few "No Parking" signs left by MDOT along this stretch of Monroe Road, additional posts and signs, including those signs stating "Township Ordinance No. 19-03" will be required to be installed by the Oceana County Road Commission prior to enforcement by the Oceana County Sheriff's Office. It is proposed that the signs would be installed in accordance with the same intervals already established by MDOT along Monroe Road.

Lastly, the Board may wish to discuss the duration of seasonal traffic control order, which is proposed from April 1 to October 31 annually. This coincides with the cemetery opening and closing and the required removal of shanties used by ice fishermen on Pentwater Lake.

Please consider approval of the resolution at this time.

TOWNSHIP OF PENTWATER
COUNTY OF OCEANA, MICHIGAN

At a regular meeting of the Township Board of the Township of Pentwater, held at the Pentwater Township Hall, 500 N. Hancock Street, within the Township, on the 8th day of July 2026, at _____ p.m.

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution was offered by Member _____ and supported by Member _____:

RESOLUTION NO. 26-_____

RESOLUTION APPROVING TRAFFIC CONTROL ORDER

[MONROE ROAD]

WHEREAS, the Township of Pentwater (the "Township") has previously adopted by reference the Uniform Traffic Code for Cities, Townships and Villages as promulgated by the Director of the Department of State Police pursuant to the Administrative Procedures Act of 1969, 1969 Public Acts 306, as amended (MCL 24.201 *et seq.*) and established a Township traffic engineer; and

WHEREAS, Pursuant to Rule 153 of the Uniform Traffic Code (R 28.1153), the traffic engineer has authority to issue traffic control orders to regulate traffic within the Township provided that such traffic control orders do not become permanent unless approved by the Township Board; and

WHEREAS, the Township Supervisor, acting in the capacity of the traffic engineer pursuant to Ordinance 19-03 has issued a traffic control order regulating parking on portions of Monroe Road; and

WHEREAS, the Township Board desires to make the traffic control order pertaining to Monroe Road permanent.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

The Township Board of the Township of Pentwater formally approves the traffic control order regulating parking on Monroe Road on file with the Township Clerk.

The Township Board hereby authorizes and directs the Township's traffic engineer, in conjunction with the Road Commission to proceed to install no parking signage on Monroe Road as indicated in the traffic control order. The signs shall conform to the Michigan Manual of Uniform Traffic Code Devices and shall be located so as to inform the traveling public of the parking restrictions.

All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Maureen Murphy, Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF OCEANA)

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township of Pentwater at a special meeting thereof held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Maureen Murphy, Township Clerk

Traffic Control Order
Order to Establish No Parking on a certain portion of Monroe Road
Pentwater Township, Oceana County, Michigan

The Township of Pentwater (the "Township") has previously adopted by reference the Uniform Traffic Code for Cities, Townships and Villages as promulgated by the Director of the Department of State Police pursuant to the Administrative Procedures Act of 1969, 1969 Public Acts 306, as amended (MCL 24.201 *et seq.*) and established a Township traffic engineer.

Pursuant to Rule 153 of the Uniform Traffic Code (R 28.1153), the traffic engineer has authority to issue traffic control orders to regulate traffic within the Township. This stretch of Monroe Road consists of many curves where sight distance is an issue for motorists. It is also part of the Pentwater / Hart Non-Motorized trail, and the Township recently received a complaint from the Oceana County Sheriff's Department regarding a boat trailer parked on the north side of the road causing a traffic hazard. Lastly it has also become evident that the north side of Monroe Road is used for on-street parking for renters and visitors to properties on the Pentwater Lake side of the road. Crossing Monroe Road among these curves presents a hazard for both pedestrians and motorists.

The Township Supervisor, acting in the capacity of the traffic engineer pursuant to Ordinance 19-03 has issued a traffic control order that no parking shall be allowed upon the pavement of the north and east side of Monroe Road from the intersection of Monroe Road and Longbridge Road to the intersection of Monroe Road and Old State Road seasonally from April 1 through October 31 of each calendar year.

This order becomes effective when signs giving notice of the above have been erected.

Lynne Cavazos
Pentwater Township Supervisor

Date

A resolution, approved by the Pentwater Township Board of Trustees was adopted on July 8, 2026 to make this traffic control order permanent and a copy of Resolution number _____ is hereby attached to this Traffic Control Order.

Maureen Murphy
Pentwater Township Clerk

Date

Monroe Road Seasonal Parking Ordinance

(June, 2026)

Road Area Under Effect - [Bound by Old State Road & Longbridge Road]

Pentwater Lake

Old State Rd

Monroe Rd

Longbridge Rd

Wayne Ave

0 500 1000 1500 2000 Feet

Source: Aerial Imagery, Ordnance Survey, Kentucky State Office of Information Technology, State of Michigan

nb(d)

MEMORANDUM

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: June 29, 2026

Subject: Request to issue Request for Proposals for Planning Consultant

The Township used to employ the services of Langworthy, Strader and LeBlanc for Planning Services prior to my arrival. Generally, they would be assigned matters like site plan review Zoning Ordinance amendments and Master Planning. During my tenure, the Township has historically relied on the Township Attorney for Zoning Ordinance Amendments, with very little requests for Site Plan Review or Special Land Use Review. In 2023, the Township and Village jointly prepared a Community Master Plan Update, sometimes referred to as the 5-year plan which will technically expire in December of 2028.

I am planning to retire from public service in the near future, and after reviewing the work completed within the Planning & Zoning realm over the last few years with the Planning Commission, I believe that now is the time to consider hiring a Planning Firm for more than the every day work of Zoning Ordinance Administration and Ordinance Enforcement.

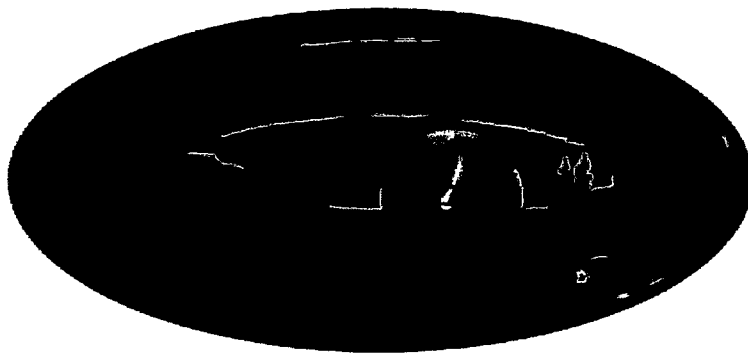
I shared the attached RFP with the Planning Commission at their last meeting on June 10 and they agreed that the proposed RFP generally meets their requirements. The RFP is fashioned in a similar format to the RFP released for the Township Engineering Firm back in 2022.

Some decisions will have be made, primarily regarding the timing of events within the proposal such as interviews and deadlines, which I am happy to discuss at the Board meeting.

At this time, please consider approval to release an RFP for Planning Services.

**REQUEST FOR PROPOSALS
for
LAND USE PLANNING AND ASSOCIATED PROFESSIONAL
CONSULTING SERVICES
for**

**PENTWATER TOWNSHIP
OCEANA COUNTY, MICHIGAN**



Proposal Due Date: TBD.

Issued By:

**Pentwater Township
500 North Hancock St.
Pentwater, MI 49449**

SECTION 1: INSTRUCTIONS TO RESPONDENTS

OBJECTIVE

The Township of Pentwater (the "Township") issues this Request for Proposals (the "RFP") seeking proposals from qualified Planning Consultant firms to provide a variety of Land Use Planning and associated professional services on an as-needed basis.

PRE-PROPOSAL MEETING

Interested respondents should consider attending a pre-proposal conference at 10:00 A.M. EST on 2026. The conference will be held at 10:00 a.m. at the Pentwater Township Offices at 500 North Hancock St. in Pentwater, MI.

RFP SCHEDULE

The tentative schedule for submittal and review of responses to this RFP is:

Issue RFP:	TBD
Pre-proposal conference:	
Deadline for Questions:	
Deadline to Submit RFP:	
Interviews (if necessary):	
Evaluation:	
Recommendation to Township Board:	
Township Board decision:	
Notice of Award (on or before):	
Contract Start:	April 1, 2027

The Township reserves the right to modify the above-listed schedule.

After the RFP issue date, all communications between the Township and prospective Respondents shall be submitted via email. Emailed questions will be accepted and can be sent to zoningadministrator@pentwatertownshipmi.gov. All questions shall be received no later than TBD.

PROPOSAL SUBMISSION

Eight (8) copies of the proposal must be submitted to The Township Clerk's office, 500 N. Hancock, Pentwater, MI 49449 on or before 2:00 PM, Tuesday, TBD. The envelopes must be sealed and marked "Proposal for Land Use Planning and Associated Professional Services." Proposals received after this time and date shall not be considered. All proposals shall be opened and recorded in the Township Offices at 2:15 PM, TBD, or shortly thereafter. Hand delivered Proposals will be date/time stamped.

PROPOSAL TERMS AND REQUIREMENTS

The Township reserves the right to reject any and all Proposals, to waive or not waive informalities or irregularities in the response procedures, and to accept or further negotiate cost, terms, or conditions of any Proposal in the best interest of the Township. Further, the Township reserves the right to not consider any Proposal which it determines to be unresponsive and deficient in any of the information requested within the RFP.

The Firm selected shall meet all requirements of this RFP. This Township shall not be liable for any costs incurred by Respondent in the preparation and submission of a Proposal.

It is the sole responsibility of the Respondent to see that its proposal is received within the required time period. The Township is not responsible for any errors or irregularities with the delivery method utilized for submittal of the Proposal. Any proposals received after the closing date and time will be returned unopened.

INTERVIEW

The Township has the right to request interviews with selected Respondent(s) when necessary. The selected Respondents will be given the opportunity to discuss in more detail their qualifications, past experience, proposed work plan and fee proposal.

If the Township chooses to interview any Respondents, the interviews will be held on TBD.

FEE PROPOSAL

Respondent shall include in the response to the RFP a fee proposal for an initial three-year period and shall include the names, title, hourly rates, overhead factors, and any other details by which the overall and project element costs have been derived. The fee proposal is to relate in detail to each item of the Scope of Services in this RFP, including any Respondent-suggested project elements and Respondent-suggested contingencies, if any. The fee proposal may be adjusted after negotiations with the Township and prior to signing a formal contract, if justified.

SECTION 2: BACKGROUND

Pentwater Township is seeking proposals from qualified Land Use Planning Consulting firms to serve as the Township Planning Consultant with respect to several Township Land Use Planning and Zoning matters.

The Township is located in the northwest corner of Oceana County between the City of Ludington in Mason County and Muskegon in Muskegon County, on the shore of Lake Michigan. The population of Pentwater Township is approximately 1500 (2024 American Community Survey) a figure which includes the Village of Pentwater. The Township alone is estimated to have a population of approximately 890 residents with a median age of 66 years.

Additional information about the Pentwater Community is available on the Township's website: www.pentwatertownshipmi.gov.

SECTION 3: SCOPE OF SERVICES

Master Plan

First and foremost, is an update or completion of a new of the Pentwater Township Master Plan, in accordance with the Michigan Planning Enabling Act, P.A. 33 of 2008. The current Pentwater Community Master Plan, prepared jointly with the Village of Pentwater, was adopted in December of 2023, and shall be completed by **December 31, 2028**.

Zoning Ordinance Amendments

The Township also seeks consulting assistance with respect to Zoning Ordinance amendments, drafting such policy and ordinance changes in step with the Master Plan and in accordance with direction from the Planning Commission and/or Township Board of Trustees through the Township's Zoning Administrator as liaison.

Land Use Consulting Reviews and Reports

Lastly, the Township seeks consulting assistance including the writing of reports and representation to the Planning Commission, Zoning Board of Appeals (ZBA) and/or Township Board of Trustees to present the Planning Consultant's findings of fact with respect to the following items at a minimum:

- Site Plan Review,
- Review of Traffic Studies,
- Special Land Uses,
- Planned Unit Developments (PUDs),
- Site Condominiums,
- Plats,

- Rezoning,
- Requests for Variances,
- Private Street Reviews, and
- Other projects as assigned.

Pentwater Township Staff will assist with public notices including mailing. Attendance at respective Commission and/or Board meetings and required public hearings may be necessary from the Township Planning Consultant from time to time.

Other Services

- Geographic information services, compatible with ESRI ArcGIS Online ability would be a bonus, but is not required. GIS services are currently provided through the Township's Engineering Firm – Fleis & Vandenbrink Engineering.
- Preparation of a variety of State (MDOT, EGLE, MDNR) Federal (USACE) and various non-profit grant applications.

SECTION 4: MINIMUM REQUIREMENTS

In keeping with the Objective and requirements set forth in this RFP, Respondent shall outline, in detail, the manner in which the Respondent shall work with the Township and Respondent's proposal shall address, at a minimum, the following:

RESPONDENT EXPERIENCE

Respondents should provide background information describing in general the Respondent's history and experience in the various types of services provided. Respondents should identify and describe the extent to which it provides similar professional services for municipalities in Michigan.

PROJECT STAFF

Identify the Project Manager and key personnel on the team that will be assigned to the various services in this RFP. For all project team members, describe specific services they will perform, and clearly illustrate the applicability of the individual's background, education, and experience to his or her assigned role. Provide resumes for key personnel expected to expend significant effort on Township matters.

SUBCONTRACTORS

If any part of the work described in the RFP is to be provided by subcontractors provide the following information:

- A description of each subcontractor's role;
- A description of previous work history between the Firm and subcontractor;
- The corporate or company name and names of officers or principals of companies proposed as subcontractors;
- Particular experience of key personnel, including past projects and resumes.

SECTION 5: PROTECTION TO PENTWATER TOWNSHIP

COMPLIANCE WITH LAWS

If selected by the Township, Respondent shall conduct operations in compliance with all applicable laws.

NON-DISCRIMINATION

Respondent shall not discriminate against any person because of race, sex, age, color, religion, sexual orientation, or national origin.

HOLD HARMLESS

If selected by the Township, Respondent shall agree to indemnify, save harmless, and exempt the Township, its officers, agents, and employees from and against any and all suits, actions, legal proceedings, claims, demands, costs, expenses, and attorney's fees incident to any work done in the performance of the contract arising out of a willful neglect or negligent act or omission of the Respondent, its officers, agents, and employees; provided, however, that the Respondent shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees arising out of willful or negligent acts or omissions of the Township, its officers, agents, and employees.

INSURANCE

If selected by the Township, Respondent will be required at all times during the term of an agreement with the Township to maintain in full force and effect various insurances and coverages. All insurance shall be by insurers and for the policy limits acceptable to

the Township. Before commencement of work on behalf of the Township, Respondent shall furnish to the Township certificates of insurance and/or insurance policies or other evidence satisfactory to the Township to the effect that such insurance has been procured and is in force. The certificates shall contain the following express obligations:

"This is to certify that the policies of insurance described herein have been issued to the insured for which this certificate is executed and are in force at this time. In the event of cancellation or material change in policy affecting the certificate holder, thirty days prior written notice will be given to the Township of Pentwater."

All insurance policies shall include an endorsement that contains a 30-day advance written notice of cancellation to the Township.

Specific insurance and coverages required are specified below:

<u>Coverage</u>	<u>Limits of Liability</u>
Worker's Compensation	Statutory
Employer's Liability:	\$100,000
Bodily Injury Liability:	\$1,000,000 each occurrence (except automotive) \$3,000,000 aggregate
Property Damage Liability:	\$1,000,000 each occurrence (except automotive) \$3,000,000 aggregate
Professional Liability:	\$2,000,000
Automotive Bodily Injury:	\$1,000,000 each person; Liability: \$3,000,000 each occurrence
Automotive Property Damage Liability:	\$1,000,000 each occurrence
Excess Property and Accident Liability:	\$3,000,000 each occurrence

OWNERSHIP OF DOCUMENTS

Final and draft plans, drawings, specifications, reports, maps and other documents prepared in connection with the scope of services described in this RFP and any additional services requested by the Township and provided by the Respondent shall belong and remain the property of the Township. The Respondent may retain a copy of plans, drawings, specifications, reports, maps and other documents it prepares.

SECTION 6: AGREEMENT

TERM OF AGREEMENT

Respondent shall provide the Township with a proposed form of agreement. Such form of agreement is subject to review and approval by the Township Board and the Township's legal counsel. Terms of the agreement are subject to revision but at a minimum will incorporate the provisions included in this RFP.

The Township intends to enter into an agreement with the selected Respondent for a three (3) year period. The initial agreement period will encompass the period of April 1, 2027 to March 30, 2030 and may be subject to renewal or extension by agreement of the Township and Respondent.

nb(g)



PROFESSIONAL CAULKING, WATERPROOFING & RESTORATION

4462 Remembrance Rd NW
Grand Rapids, MI 49534
Phone: 616.454.5227
Fax: 616.454.2571

Est. 1994

www.premiercaulkinginc.com

Date: July 1, 2026

To: Pentwater Township

Attn: Lynne Cavazos

Re: Pentwater Twp. Cemetery

DESCRIPTION OF WORK:

Exterior caulking

- Remove existing concrete at base of 3 Columbarium's
- Caulk bottom of granite to concrete

Total Price \$1,800.00

Price is valid for 30 days.

Sincerely,

Chip Davis
Vice President
Premier Caulking Inc.

Caulking
Joint Sealants

Masonry Restoration
Concrete Restoration

Floor Coatings
Traffic Topping

Wall Coatings
Dampproofing

EIFS Restoration
Firestopping Assemblies