

<p style="text-align: center;"> PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 <i>Approved Minutes</i> 10 April 2024 ZOOM Available for Audience </p>	
<p>Supervisor Cavazos called the Regular Board Meeting to order at 6:02 PM</p> <p>Members Present: Cavazos, Murphy, Douglas, Holub</p> <p>Members Absent: Flynn</p> <p>Staff Present: Keith Edwards, Deputy Supervisor & Zoning Administrator & Glenn Beavis, Deputy Clerk</p> <p>Others Present: Scott Karaptian, Claudette Reid, Rich Kraas, Eric Fox, Betty Voorheis, Ted Towl, Jeff Wrisley, Gary Peterson, Tom Walter, Joan & Ted Cuchna, Mike Kenney, Dave Spitler, Mike Wojdylak, Dan & Maura Selahowski, Rob Young, Ron Christians</p> <p>Present via Zoom: John Stears</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Holub and seconded by Murphy to accept the Consent Agenda as presented:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes (Wednesday, March 13, 2024) • Correspondence: None • Budget Reports: (4/1/23 thru 3/31/24 Fiscal Year End) • Claims/Bills (payroll, paid, and to be paid) for the 1/5/24thru 2/14/24 as follows: <ul style="list-style-type: none"> ○ Township - \$49,875 (includes election wages & any Road Fund payroll) ○ Cemetery - \$2,838 ○ Fire - \$75,109 ○ Road - \$0 ○ Sewer - \$10,913 <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion Carried</p>	<p>CONSENT AGENDA - Review & Action</p>
<p>Moved by Holub and seconded by Douglas to accept the meeting agenda as presented.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion Carried</p>	<p>MEETING AGENDA</p>
<ul style="list-style-type: none"> • None 	<p>PUBLIC</p>

	COMMENTS
<p>Supervisor Cavazos communicated the following:</p> <ol style="list-style-type: none"> 1. Pentwater Township Transfer Station is open for the season. The station will be open on Thursdays and Saturdays from 9:00 AM – 5:00 PM. 2. Pentwater Township Cemetery is open for the season. 3. Road Closure at corner of Longbridge and Monroe Rd. <p>Road Closure at Intersection of Longbridge Rd and Monroe Rd beginning Monday, April 15, 2024. Traffic will not be able to turn left or right from Longbridge and will not be able to travel West on Monroe into Pentwater during the closure.</p> <p>DTE has requested a permit for the road closure to complete their gas line project and replace a “Muller” at the intersection of Longbridge and Monroe. The steel pipe on Longbridge will also need to be cut and reconnected to the new Muller. This is required by Federal Regulation.</p> <p>Expected Start Date: Monday, April 15th. The closure is expected to be for 4 weeks. Project will be completed by Memorial Weekend. NOTE: New Start Date is now Tuesday, April 16th.</p> <ol style="list-style-type: none"> 4. Pentwater Township Library Open House will be held on Monday, June 17th from 11:00 AM – 1:00 PM. The Township will have a booth again this year and Maureen will be assisting with Food options. 5. Friends of the Pentwater Township Cemetery: <ul style="list-style-type: none"> Spring Clean-up at the cemetery will be Saturday, May 11, 2024 at 9:00 AM. The Summer headstone cleaning and repair is scheduled for June 22, 2024. Volunteers are welcome to join the Friends of the Cemetery – applications available at the Township Office 	
<p>Clerk Murphy reported the following:</p> <p>Revised TWP Board Meeting Schedule: For any month with an Election in May, August, or November of 2024, the Township Board Meeting has been changed to the 3rd Wednesday of the Month.</p> <p>Transfer Station</p> <ul style="list-style-type: none"> • First week opened for the 2024 Season • Received 60 visitors – 32 TWP 28 VIL • Clerk’s office has issued in months of March and April – Transfer Site Permits to 20 TWP 17 VIL <p>Cemetery</p> <ul style="list-style-type: none"> • Flags are ordered for Memorial Day 	<p>CLERK’S REPORT</p>

- 1 Traditional Burial scheduled for April 19, 2024
- In the process of selling a brick for the Scatter Garden. The Township has not sold one since 2021.

Clerk's Office

- Commercial Copier broke down in early February. After much negotiation with Ricoh we are finally getting a less used version of our copier in the next week or 2.
- The Township, Cemetery and Transfer Site's Workman's Comp Audit is due by April 30, 2024.

I have been working on getting the relevant documents together to complete the Audit.

- With our FY ending March 31, 2024, the Clerk's office has many FY year end obligations to fulfill. We must do year end closing in BS & A, all files have to be converted to FY 24/25, etc.
- Staying informed on MDOT updated numbered letters to make sure our accounting practices and procedures are in compliance with the State.
- Still need to review updated G/L numbers that BS & A converted per State of Michigan update to the Uniform Chart of Accounts.

Elections

- Next Election is May 7, 2024 – Combined precinct due to school district. We have combined with Riverton, Summit and Weare Townships.
- 2,251 voters for the combined precinct.
- As of today, we have sent out 518 Ballots.
- The Clerk's office will be open May 4, 2024, from 9am – 5pm the Saturday before the Election for new or updated registrations.
- Glenn and I are working on a training/meeting with our Election Inspectors. Date still TBD
- The Library Board and Village Council are on the November Ballot only. They need to fill out Nominating Petition (City/Township) Nonpartisan, with date being August 6, 2024. Deadline for them to file with me is July 23, 2024.
- The election is taking up a lot of time due to conflicting and lack of information. The Struggle is Real.

Proposal 2:

Proposal 22-2 A proposal to amend the state constitution to add provisions regarding elections. This proposed constitutional amendment would: • Recognize fundamental right to vote without harassing conduct; • Require military or overseas ballots be counted if postmarked by election day; • Provide voter right to verify identity with photo ID or signed statement; • Provide voter right to single application to vote absentee in all elections; • Require state-funded absentee-ballot drop boxes, and postage for absentee applications and ballots; • Provide that only election officials may conduct post-election audits; • Require nine days of early in-person voting; • Allow donations to fund elections, which must be disclosed; • Require canvass boards certify election results based only on the official records of votes cast.

Respectfully Submitted,

<p>_____</p> <p>Maureen Murphy</p>	
Not provided	TREASURER'S REPORT
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> ● Library ● Fire Department ● Recreation 	OTHER DEPARTMENTAL REPORTS Library, Fire Department and Recreation
<p>The following Staff reports were received and placed on file:</p> <ul style="list-style-type: none"> ● Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer ● Assessor ● Cemetery ● Transfer Station 	STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station
<p>Unfinished Business:</p> <ul style="list-style-type: none"> ● None 	UNFINISHED BUSINESS
<p>Scott Karaptian spoke to The Board and residents about the upcoming bond proposal. His presentation was via PowerPoint and presented to all using the Board television monitor. Paper copies were also made available.</p>	NEW BUSINESS a) School Bond Proposal
<p>Eric introduced himself and his wife to The Board, spoke about his background and advised that he is running as a candidate for Oceana County Probate Judge.</p>	NEW BUSINESS b) Eric Fox – Candidate for Oceana Probate Court Judge
<p>Motion by Douglas, seconded by Holub to appoint Ron Christians to the Board of Review as a Regular member (formerly serving as an Alternate)</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	NEW BUSINESS c) Appointment of Ron Christians to the Board of Review
<p>Motion by Cavazos, seconded by Douglas to renew our Storage agreement with the Pentwater Arts Council for another three years (June 2024 thru May of 2027).</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	NEW BUSINESS d) Renewal of Storage Agreement with the Pentwater Arts Council
<p>Supervisor Cavazos presented two bids for repair and upgrade of Transfer Station access road, starting at the gate and ending at the fenced in area. After review of the proposed bids, Trustee Holub requested that the issue be tabled pending responses</p>	NEW BUSINESS e)

<p>to grant applications. Grant responses are expected in late summer. Proposed grant money, if awarded, would be used for road repair, electrical service, and a new shed. Grant, if approved, would require the Township to commit 25% of costs towards the effort. <i>Supervisor Cavazos agreed to follow up with bidders to see if they would stand by their bids for six months.</i></p> <p>Action tabled.</p>	<p>Bids for Upgrade & Repair of Transfer Station Access Road</p>
<p>Motion by Douglas, seconded by Holub to approve Shotwell Solutions “Option 2” for Township technology services support</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p>NEW BUSINESS f) Shotwell Solutions Contract Proposal</p>
<p>Motion by Cavazos, seconded by Douglas to approve Ryan’s Lawn Care 2024-25 contract proposal for township office lawn care. Does not include snow plowing (separate contract).</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	<p>NEW BUSINESS g) Ryan’s Lawn Care Contract Proposal</p>
<p>Motion by Cavazos, seconded by Murphy to approve limiting Board packet Revenue & Expense reports to quarterly (rather than current monthly), and for those reports to be used in support of quarterly budget amendments if/as needed.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p>NEW BUSINESS h) Proposal for Board Packet Quarterly Revenue & Expense Reporting</p>
<p>Motion by Holub, seconded by Murphy to approve Resolution 2024-11: Ballot Proposal for Road Maintenance & Construction Millage Renewal.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p>NEW BUSINESS i) Resolution 2024- 11: Ballot Proposal for Road Maintenance & Construction Millage Renewal</p>
<p>Motion by Douglas, seconded by Murphy to approve Resolution 2024-12: Ballot Proposal for Cemetery Millage Renewal</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	<p>NEW BUSINESS j) Resolution 2024- 12: Ballot Proposal for Cemetery Millage Renewal</p>
<p>Motion by Douglas, seconded by Murphy to approve Resolution 2024-13: Ballot</p>	<p>NEW BUSINESS k)</p>

<p>Proposal for Additional Millage for Fire Protection Services</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None</p>	<p>Resolution 2024-13: Ballot Proposal for Additional Millage for Fire Protection Services</p>
<p>Public comments were made by Ted Cuchna, David Spitler, Paula DeGregorio, and John Stears.</p>	<p>PUBLIC COMMENTS</p>
<ul style="list-style-type: none"> • Clerk Murphy formally requested that The Board schedule and sit for a workload workshop to consider redistribution of duties within the township office. 	<p>OTHER ITEMS FROM BOARD MEMBERS</p>
<p>Moved by Holub, seconded by Douglas to adjourn the meeting at 8:07 PM. Motion carried via voice vote.</p>	<p>ADJOURNMENT</p>
<p>_____</p> <p>Maureen Murphy, Township Clerk</p>	<p>_____</p> <p>Date</p> <p>Notes taken by Deputy Clerk Glenn Beavis</p>