



VILLAGE OF PENTWATER

327 South Hancock St. P.O. Box 622 Pentwater, MI 49449
(231) 869-8301 - FAX (231) 869-5120
www.pentwatervillage.org

VILLAGE COUNCIL - Regular Meeting AGENDA

July 10, 2017 at 6:00 p.m.

To be presented before the Village Council in the community room.

- 1. Call to Order.**
- 2. Council Roll Call.**
- 3. Public Comments (not on agenda).**
- 4. Approval of the Agenda.**
- 5. Public Comments (on agenda).**
- 6. Approval of Consent Agenda Items.**

All matters listed under Item 6. Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

Approval of village council regular meeting minutes that was held on June 12, 2017. Regular Village bill approval of \$ 93,157.30. Fire Department bill approval of \$4,788.84.

Requests for Village Property use:

- * Dept. of Health & Human Services. For Mason/Oceana County needs foster parents and they would like to set up a booth at 2-3 of the Village Farmers Markets.
- * Pentwater Arts Council would like to hold its annual photo shoot of everyone on the Village Green at the Homecoming band concert on August 10th.
- * LASSIE would like to hold the Shake Wag & Roll, Dog walk and Silent auction on August 10th from 9 am to 1 pm.

- 7. Announcements.** Committee Assignments.

DEPARTMENT REPORTS

- 1. Village Manager – Chris Brown**
- 2. Police Chief – Laude Hartrum**
- 3. Marina Manager – Dick Hutchings**
- 4. Fire Chief - Terry Cluchey**
- 5. Marina Manager – Dick Hutchings**
- 6. Zoning Administrator – Keith Edwards**

COMMITTEE and BOARD REPORTS

1. Buildings & Grounds Committee – T.B.A.
2. Finances Committee - Jared Griffis
3. Ordinances Committee – Dan Nugent
4. Personnel Committee – Angell-Powell
5. Promotions Committee – Pamela Burdick
6. Services Committee - Don Palmer

VILLAGE COMMISSION and BOARD REPORTS

1. Planning Commission – Ron Christians
2. Zoning Board of Appeals – Mike Castor
3. DDA – Dr. Claudia Ressel-Hodan

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. Appoint Street Administrator-Chris Brown.
2. Approval of Planning Commissioner, Bruce Koorndyk to serve on the ZBA. Term Expires July 2020.
3. Appoint Planning Commissioner. Term Expires July 2020
4. Resolution Amendment Village Ordinance 150.21
5. Resolution to change the camping rate.

ADJOURNMENT

PUBLIC COMMENTS

1. Will be made ONLY when the Village President opens the meeting for public comments.
2. It is asked that you state your name & address to Council.
3. All comments will be addressed to the Village President.
4. All comments are limited to 3 minutes.

Thank you for your cooperation



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
MASON COUNTY

NICK LYON
DIRECTOR

June 23, 2017



Dear Pentwater Village Office:

My name is Janice Ruedisale and I am the DHHS children's foster home licensing worker for Mason and Oceana counties. Part of my job is recruiting foster parents. Mason/Oceana County DHHS has 7 licensed foster homes. As a result, if there are no suitable relatives to place the children with, they have to be placed in private agency placements, most often out of the county. This can be very traumatic for children. Not only are they struggling with the loss of being apart from their parents, but they are now losing contact with friends, neighbors, extended family, school, coaches, teachers, churches....the list goes on! And then we also face greater difficulties in providing interactions with parents due to increased transportation issues.

I called the Chamber the other day to inquire about setting up a booth at 2 or 3 of the farmers markets. I have information about foster parenting and also hand out "recruitment trinkets" such as pens, note pads, purse size hand lotion, etc. It was determined that the farmers market was not the proper venue for this. It was suggested that I write a letter requesting permission to set up a table on the sidewalk at the top of the stairs leading to the Village Green. I appreciate your consideration of my request. I can be contacted at 231-327-6851.

Sincerely,

Janice Ruedisale
Mason/Oceana County DHHS

Village of Pentwater

327 S Hancock St., PO Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: www.pentwatervillage.org

Regular Meeting of Village Council MEETING MINUTES June 12, 2017

Call to Order - President Jeff Hodges called the regular meeting of the Pentwater Village Council to order at 6:00 p.m. at Village Hall in the community room.

Roll Call - Present: Jared Griffis, Dan Nugent, Don Palmer, Pam Burdick and Jeff Hodges. Absent: Michelle Angell-Powell Note: Bill Maxwell's resignation was accepted at the May council meeting.

Staff present: Village Manager Rob Allard, Clerk/Treasurer Colleen Moser, Police Chief Laude Hartrum, Deputy Clerk Barb Siok, and Village Attorney Brian Monton.

Public Comment-Rand Gee from 416 Rush read his letter to council requesting that the Village Council get more involved with the Planning Commission, to set requirements that the commission prepare an economic sustainability and vibrancy plan beyond the existing 5-year plan, then provide monthly updates of planning progress, to the Council and posting the updates on to the web.

Approval of the Agenda - *Motion* by Palmer, supported by Griffis to approve the agenda. President Hodges said the agenda was needed to be amended to add the Charter Communications contract. Palmer redacted his motion. Motion was made by Palmer, second by Burdick to approve the amended agenda to add #8 under new business, the Charter Communications contract. Voice vote. AYES: 5 NAYS: 0. Absent: 1 Agenda approved

Consent Agenda- Approval of village council public hearing and regular meeting minutes that was held on March 13, 2017. Regular Village bill approval of \$73,525.71. Fire Department bill approval of \$51,713.34.

Approval of the use of Village Property

Requests for Village Property use:

- * Oceana County Animal Friends request the use of Bell Park in 2017 on June 17, July 8, August 12 & 26, September 23, and October 14. OCAF has also asked to use the Bell Park on additional weekends if the weather is good and they have the volunteers. They agree not to exceed 12 days.
- * Marine Corps League #1225 requests permission for a Rose sale on 7-1-17.
- * Pentwater Yacht Club requests permission to use the Shoppers Dock at 9:00 p.m. for a Venetian Night Boat Parade. Additionally, the P.Y.C. request to use the Village Green Gazebo at 2:00 p.m. for a pre-event meeting and again for a post event awards ceremony at 11:00 pm.
- * Christopher Bartlett would like to hold free Aikido classes on the Village Green Wednesday evenings from 6:30-8:00 p.m., July 5 through August 30th, 2017 (excluding Aug 9th).

Motion by Griffis, second by Palmer to approve the consent agenda items. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Consent agenda items approved.

VILLAGE DEPARTMENT REPORTS

Reports are in the meeting packet and posted on www.pentwatervillage.org.

Village Manager – See report. Allard stated that this will be his last meeting and wanted to sincerely thank the Village Council, both present and past, and that Pentwater has been really fun to work with and he appreciated the opportunity.

Clerk/Treasurer - See report.

Police Chief – See report.

Marina Manager – See Report. President stated that the Fishing and dingy dock are expected to be back in the lake this week and the buoys are in.

Fire Chief – See meeting minutes.

Zoning Administrator – See report.

COMMITTEE REPORTS

Committee meeting minutes are provided if received in time for the packet.

Building and Grounds Committee – No meeting, no report.

Finance Committee – Griffis reported on a finance committee meeting held on June 5th at 6:00 a.m. to discuss the purchase of a new leaf vactor and new plow truck. The total cost would be approximately \$209,843, we budgeted to spend \$250,000 out of the Equipment Fund. The Manager estimates that the plow will take a year, from date of order and he expects the Village will pay 50% of the \$159,507 this and the next fiscal year. There is enough money in the equipment fund to pay for the new equipment. The committee agreed on the purchases which will be voted on under New Business.

Ordinance Committee. – No meeting. Nugent stated that they will be meeting before the next council meeting.

Personnel Committee- President Hodges stated that the committee is has an agreement for a new Village Manager with Chris Brown that would be proposed under new business.

Promotions Committee – Burdick reported on the successful Start of Summer party that was held for the first time on the Village Green. President stated that the party should be turned over to the Chamber to raise money for the Village Fireworks.

Services Committee- Palmer reported on the April 10th meeting. A customer refund approved in committee will be voted under New Business.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission- Ron Christians reported that they will meet on June 21st at 7pm. See meeting minutes.

ZBA- Hodges reported that the ZBA did meet to fulfill the annual meeting requirement and to elect officers See meeting minutes.

DDA – Dr. Claudia Ressel-Hodan reported the next meeting would be held on Wednesday, June 14th. The DDA did not meet but several committees had met. The Hancock Improvement committee to come up with a cohesive improvement plan to then present to

Buildings & Grounds, with the DDA. Claudia will also meet with the Planning Commission. The Marketing committee also met. A survey will be sent out to the DDA store owners titled, "How do you want to spend your tax money?"

UNFINISHED BUSINESS

None.

NEW BUSINESS

Proposed Leaf Vactor purchase. *Motion* by Griffis, second by Nugent to approve the purchase of the Leaf Vactor for \$50,336. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved.

Proposed Plow/Dump Truck purchase. *Motion* by Griffis, second by Palmer to approve the proposed plow truck purchase for \$159,507. The cost of the plow/dump truck includes the cost of accessories. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved. Allard recommended that the Village sell the old leaf vac and the old plow truck.

Proposed \$184 credit. Palmer stated that the water line broke and the home owner was not in attendance to catch the water leak on Wythe. The credit is for the sewer overages. *Motion* by Palmer, second by Nugent to approve the \$184 credit for a water leak on Wythe. Voice vote. Yeas: 5 Nays: 0. Absent: 1 Motion approved.

Phase I of Street Improvements.

Street Improvement Update on Phase I: David Blume of Fleis & VandenBrink, stated that a draft of the 3-year SIP was provided to the committee.

Year 1 -2017 would focus on Clymer St., 6th Street to Park St. and streets bounded generally by Second St. – Park St. and Ellery St. to Clymer St. as these streets have less infrastructure, require less survey work. They expect to design Phase 1 and have it out to bid in July. The construction to begin in August, right after Homecoming weekend, and will continue through October.

Year 2 -2018 would focus on the Fifth/Wythe/Hanover streets. These areas require more extensive infrastructure work.

Working in these areas during separate phases allow for alternate routes. They are trying to minimize the disruption to downtown traffic.

Gustafson asked if the project addressing the storm drainage. Blume responded that the project will be reevaluated as they go along. They won't get all the problems solved in 5 years but will readdress each year as they reassess the SIP.

For more information on the Street improvement plan go to the Village website www.pentwatervillage.org and on the home page is a link/portal that takes you to the Village Street Improvement Plan at Fleis & VandenBrink site. The portal will be updated more frequently and even weekly during the construction process. Village residents can make comments on any problems or issues are having problems with the Village Streets.

Annual approval of 2017 Village Tax rate.

Motion by Griffis, second by Palmer to approve the Village General operating millage of 8.3788 mills. Council requests that equalization show on the Village tax bills the allocation the general millage between General Operating Millage and the Local Street Fund.

2017 Village Tax bills: General Operating at 7.8883 mills, Local Street Fund at 0.4929 mills, PFC Maintenance at 0.3423 mills and Voted Debt at 2.3000 mills. Total 11.0235 mills
Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved.

Proposed new Village Manager contract.

Motion by Palmer, second by Burdick to approve the new Village Managers contract which is the like the former Village Managers contract with some minor changes made by the Village Attorney. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved.

New Councilor Peter Dunn, Term expiring November 2018. The Village President stated that he could nominate any qualified resident. Hodges stated he received few requests from people to serve and Peter Dunlop is who he is recommending for the Village Council as replacement councilor for Bill Maxwell who resigned in May 2017.

Motion by Palmer to support the Presidents explanation of the Charter and the recommendation of Peter Dunlop to serve on the Village Council until November 2018
Second by Nugent. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved.

Proposed Charter Communications contract. Hodges apologized to adding this item to the agenda. Colleen had received the contract last week and sent it to the Village Attorney to review. Monton stated that the Village has 30 days to approve the contract or it would be deemed accepted. The only decisions the Village can make are the percentages because the contract is imposed by state and federal statute. Colleen inserted the 5% and 0% because that is what the village has been doing in the past, not signing the village would lose the 5% that the Village has been collecting. The contract is a 10-year contract

Motion by Palmer, second by Griffis to approve the contract as presented by Colleen with the 5% and 0%. Roll call vote. AYES: 5 NAYS: 0. Absent: 1. Motion approved.

Norm Shotwell stated that he wanted thank Rob for his work to formally thank Rob for sharing his information with him when he was on council.

Adjournment - Hodges asked for a motion to adjourn. *Motion* by Palmer.
Voice vote. AYES: 5 NAYS: 0. Absent: 1. Motion Approved.

President Hodges adjourned the meeting at 6:59 p.m.

Respectfully submitted,

Colleen Moser, Clerk/Treasurer

Date

CHECK REGISTER FOR VILLAGE OF PENTWATER FROM 06/01/2017 - 06/30/2017

Check Date	Check	App	Vendor Name	Description	Amount
06/08/2017	43628	PR	Payroll	netpayroll	188.18
06/08/2017	43629	PR	Payroll	netpayroll	376.14
06/08/2017	43630	PR	Payroll	netpayroll	100.07
06/09/2017	43631	AP	Adams Marine Construction, Inc.	prof. svc. marina	5,250.00
06/09/2017	43632	AP	All Seasons Porta-Jons LLC	prof.svc.	72.00
06/09/2017	43633	AP	AT&T Mobility	utilities	81.57
06/09/2017	43634	AP	Baker, Doug	cell phone reimburs.	70.00
06/09/2017	43635	AP	C & I Electric	prof. svc.	548.00
06/09/2017	43636	AP	Cintas Corporation	prof. svc.	359.70
06/09/2017	43637	AP	Companion Life Insurance Co	insurance	193.76
06/09/2017	43638	AP	Consumers Energy Co. Paymnt Cntr	utilities	10,623.69
06/09/2017	43639	AP	Dickenson, David dba C&D Cleaning	prof. svc.	1,164.00
06/09/2017	43640	AP	Emergency Services, LLC	motorpool	1,194.32
06/09/2017	43641	AP	Evergreen Solutions LLC	supplies	1,202.19
06/09/2017	43642	AP	Frontier	utilities	245.95
06/09/2017	43643	AP	Global Equipment Company Inc.	supplies	366.09
06/09/2017	43644	AP	GRATEFUL THREAD EMBROIDERY	supplies (rec. prgrm.)	1,054.36
06/09/2017	43645	AP	Hancock Bldg Condo Assn	Annual Condo Dues	1,700.00
06/09/2017	43646	AP	Integrity Business Solutions	supplies	180.72
06/09/2017	43647	AP	Klotz Auto Parts Inc.	motor pool	121.53
06/09/2017	43648	AP	Lambright, Herman	pump fish cleaning station	400.00
06/09/2017	43649	AP	Larson & Son Ace Hardware, Inc.	supplies	3,244.14
06/09/2017	43650	AP	VOID	void	0.00
06/09/2017	43651	AP	VOID	void	0.00
06/09/2017	43652	AP	VOID	void	0.00
06/09/2017	43653	AP	Lighthouse Car Care Center LLC	motorpool	38.00
06/09/2017	43654	AP	Oceana Irrigation Systems Inc.	supplies	32.00
06/09/2017	43655	AP	Postmaster, Pentwater	postage expense	76.00
06/09/2017	43656	AP	Prince & Monton, PLC	VOP Bates	5,662.00
06/09/2017	43657	AP	Republic Services, Inc.	prof.svc.	401.65
06/09/2017	43658	AP	Tarnowski, Nate	cell phone reimb.	70.00
06/09/2017	43659	AP	The Home City Ice Company	marina ice supply	118.00
06/09/2017	43660	AP	TRACE ANALYTICAL	analytical	562.20
06/09/2017	43661	AP	Turning Leaf Landscaping Inc.	porf. svc.	347.28
06/09/2017	43662	AP	Verizon Wireless	utilities	116.04
06/09/2017	43663	AP	West Shore Community College	prof.svc.	100.00
06/09/2017	43664	AP	Wilson, Gary	in lieu of insurance	50.00
06/09/2017	43665	AP	Xerox Corporation	lease/mtc	298.14
06/15/2017	43666	AP	Axon Enterprise, Inc.	prof.svc. (PD taser)	185.00
06/15/2017	43667	AP	Bruce's Auto & Maint.	mtc.supplies	43.40
06/15/2017	43668	AP	Cintas Corporation	prof. svc.	58.93
06/15/2017	43669	AP	Creative Product Source, Inc.	community promo for PD	169.98
06/15/2017	43670	AP	DMC Unlimited	PD supplies	44.97
06/15/2017	43671	AP	DTE Energy Company	utilities	702.90
06/15/2017	43672	AP	Frontier	utilities	89.31
06/15/2017	43673	AP	Gillison's Variety Fabrication, Inc	supplies (woods mower blades)	72.30
06/15/2017	43674	AP	HUNTINGTON NATIONAL BANK	supplies/misc.	2,825.48
06/15/2017	43675	AP	Infrastructure Alternatives	prof.svc. (Vlg WWT)	5,000.00
06/15/2017	43676	AP	Integrity Business Solutions	supplies	98.97
06/15/2017	43677	AP	Lambright, Herman	pump fish cleaning station	400.00
06/15/2017	43678	AP	Linda Osborn	flower reimbursmnt/ community pro	225.78

CHECK REGISTER FOR VILLAGE OF PENTWATER FROM 06/01/2017 - 06/30/2017

Check Date	Check	App	Vendor Name	Description	Amount
06/15/2017	43679	AP	Ludington Plumbing & Heating	supplies (s.twnshp.sewer)	89.43
06/15/2017	43680	AP	Michigan Rural Water Association	annual membership (July 2017-June 2	440.00
06/15/2017	43681	AP	MICHIGAN STATE POLICE	prof.svc. (fee)	66.00
06/15/2017	43682	AP	Mike Blackmer Electric, Inc.	rrpr./mtc.	1,081.00
06/15/2017	43683	AP	MILLER, GLEN	prof.svc. rec baseball umpire	95.00
06/15/2017	43684	AP	Patterson Marine Services	prof.svc.	1,360.00
06/15/2017	43685	AP	Pro-Vision Inc.	sewer fee refund- connection cancell	4,000.00
06/15/2017	43686	AP	Republic Services, Inc.	prof. svc.	9,163.93
06/15/2017	43687	AP	Ryan's Lawn Care	supplies (marina) red mulch	375.00
06/15/2017	43688	AP	The Glove Apparel LLC	Rec Prgrm, T's	96.00
06/15/2017	43689	AP	TRACE ANALYTICAL	analytical	1,124.40
06/15/2017	43690	AP	WEX BANK	fuel	923.41
06/15/2017	43691	AP	Wilbur-Ellis Company LLC	CWP supplies	489.39
06/21/2017	43692	AP	Bringedahl, Blake	Rec Prgrm. umpire 6 games	100.00
06/21/2017	43693	AP	Cintas Corporation	prof. svc.	58.93
06/21/2017	43694	AP	Combs, Pat	rec. prgrm. umpire 4 games	60.00
06/21/2017	43695	AP	Ken Adams Excavating Inc.	prof. svc. (stone for boat ramp/levelir	628.00
06/21/2017	43696	AP	Mission Graphics	sesq. brochures	726.21
06/21/2017	43697	AP	TRACE ANALYTICAL	analytical	106.10
06/22/2017	43698	PR	Payroll	netpayroll	316.27
06/22/2017	43699	PR	Payroll	netpayroll	551.67
06/22/2017	43700	PR	Payroll	netpayroll	80.40
06/30/2017	43701	PR	Priority Health Insurance	insurance	9,213.74
06/30/2017	43702	AP	Baker, Doug	cell phone reimburs.	70.00
06/30/2017	43703	AP	Barco Products Co.	supplies	387.02
06/30/2017	43704	AP	Charter Communications, Inc.	utilities JUNE / JULY	1,902.51
06/30/2017	43705	AP	Cintas Corporation	prof. svc.	300.77
06/30/2017	43706	AP	Colleen Moser, Treasurer	TAX DRAWER	300.00
06/30/2017	43707	AP	Companion Life Insurance Co	insurance	104.16
06/30/2017	43708	AP	Frontier	utilities	245.95
06/30/2017	43709	AP	GRATEFUL THREAD EMBROIDERY	supplies	279.50
06/30/2017	43710	AP	Great Lakes Energy	twnshp.so.utilities	215.28
06/30/2017	43711	AP	Integrity Business Solutions	supplies	11.00
06/30/2017	43712	AP	Jobbins, Henry	cell phone reimburs. May 2017	69.85
06/30/2017	43713	AP	Oceana County Road Commission	salt/sand usage (winter 2016/17)	6,889.58
06/30/2017	43714	AP	Prince & Monton, PLC	VOP Village V. Bates	1,900.00
06/30/2017	43715	AP	Republic Services, Inc.	prof.svc.	401.65
06/30/2017	43716	AP	Ressel-Hodan, Claudia	DDA Comm. Promo reimburs.	236.74
06/30/2017	43717	AP	The Home City Ice Company	marina ice supply	80.00
06/30/2017	43718	AP	The Village Plumber LLC	prof.svc. Marina	211.37
06/30/2017	43719	AP	Tire it Wholesale	prof.svc.repair mtc.	931.00
06/30/2017	43720	AP	TRACE ANALYTICAL	analytical	582.30
06/30/2017	43721	AP	Wilder, Courtney	PFC Deposit Refund	100.00
06/30/2017	43722	PR	POLICE OFFICERS ASSOCIATION	dues	160.00
06/30/2017	43723	PR	TECH, PROF & OFFICE ASSOC OF MI	dues	75.00
06/30/2017	43724	PR	UNITED WAY OF THE LAKESHORE	united way	34.00
					93,157.30

Pentwater Fire Department

Payment of Bills

(Prepays & To Be Paid)

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Jun 15 - Jul 12, 17				
	06/15/2017	2566	DTE Energy	\$ (49.77)
	06/15/2017	2567	Business Card	\$ (33.76)
	06/22/2017	E-pay	United States Treasury	\$ (53.94)
	07/05/2017	2568	State of Michigan	\$ (6.80)
	07/06/2017	2569	Christopher J Gebhart	\$ (242.43)
	07/06/2017	2570	Dayna A. Hasil	\$ (70.48)
			Prepays	\$ (457.18)
	07/12/2017	2571	Village of Pentwater	\$ (69.45)
	07/12/2017	2572	Circle K Service	\$ (720.72)
	07/12/2017	2573	#774494-Cummins Bridgeway, LLC	\$ (1,049.21)
	07/12/2017	2574	Terry Cluchey	\$ (20.00)
	07/12/2017	2575	West Shore Fire, Inc.	\$ (877.15)
	07/12/2017	2576	Tele-Rad, Inc.	\$ (441.00)
	07/12/2017	2577	Pentwater Convenience Center	\$ (233.41)
	07/12/2017	2578	Consumers Energy	\$ (120.56)
	07/12/2017	2579	Charter Communications	\$ (267.60)
	07/12/2017	2580	Verizon Wireless	\$ (76.02)
Jun 15 - Jul 12, 17	07/12/2017	2581	Republic Services #240	\$ (456.54)
			To Be Paid	\$ (4,331.66)
			Total Prepays & To Be Paid	\$ 4,788.84

MANAGER'S REPORT

JULY 10, 2017

TRANSITION

I was able to spend a couple days with Rob getting to know the Assets and employees of the Village as well as projects in process and scheduled.

A couple meetings were attended for the SIP with F&V engineering for updates on fall project as well as Dixon for the Water tower Painting project. I will follow progress on both projects and keep board informed of any changes.

(PARK STREET) We have been experiencing a couple of sewage back ups on the only 4" line in the village. There is no down stream man hole to effectively jet and clean sand from the line. I have requested an add on with F&V (David Bluhm) to add a structure to our fall project between Carrol and Wythe streets. This is the min least evasive plan to alleviate the issue and fall in line with the 2021 Park street project.

WATER

Nate Tarnowski has been given a pay rate increase of \$3.00 per hour and has accepted responsibility with MDEQ as the Village water system Operator. He is our only employee at this time who has the Licenses required. He has been involved in the meetings with Dixon to stay up to date on the Painting project as well.

STREET SCAPE

I attended a meeting / Presentation by Steve Bass. This was an *over the top* presentation with many great ideas. We will proceed with our north end park Grant application (DNRTF) to have ready to submit before the April deadline. It would be great to incorporate some of his well welcomed ideas by the Citizens of PW into this project. F&V is working on the engineering for this project. I will update next month on progress with plans.

COMMITTEES

I would like to have a brief agenda time with each committee in the coming month to cover policy / procedure on the day to day items that involve each. I realize that most Trustees have a very busy schedule with the summer months and don't want to request unneeded meetings.

LEGAL

A settlement agreement was signed by both parties on the Trailer Park water rate issue. The first credit was issued this week. We will move forward per the terms agreed by both parties. I will also have our meter reader make notes as to the number of units each qtr as well.

DPW TEAM

Bi-weekly staff meetings will take place at 3:15 on Tuesdays and Thursdays to set goals and accomplishments on the projects that arise as well as communication on issues that need to be addressed. Each TEAM member have individual talents and responsibilities in their daily roles but will all work together to get weekly objectives completed timely.

I want to thank the Board, Department heads, office staff, employees and Citizens of Pentwater for the awesome welcome to this Great Community. I feel inspired by the enthusiasm and volunteer base in the Village and look forward to continued progress to improvement.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'C. Brown', with a long horizontal flourish extending to the right.

Christopher Brown, Village Manager

**Pentwater Police Department
Activity Report
June 2017**

Synopsis

During June the Department remained constant with previous years.

Activity Highlight

On 6-2-2017 Officers assisted Oceana County Sheriff's Office during a short pursuit. The suspect was stopped without incident.

On 6-2-2017 Officers responded to an Unknown Accident on West Longbridge Road. The investigation was turned over to MSP.

On 6-4-2016 Officers responded to a report of suspicious activity at the Charles Mears Park. Investigation determined that the report was unfounded.

On 6-16-2017 Officers assisted in a Personal Injury Accident on West Longridge Road and Monroe. There were minor injuries and the case was turned over to Oceana Co. Sheriff's Office.

On 6-16-2017 Officers assisted the United States Coast Guard in the investigation of a suspected drunk boater. No arrests were made.

On 6-17-2017 Officers took a report of burglary in the 900 block of East Park Street. Tools were stolen. The case remains open.

On 6-22-2017 Officers responded to a Personal Injury Accident on Monroe Road in front of the "Dollar General". Officers assisted in stabilizing the scene and in traffic control. The accident resulted in a fatality.

On 6-28-2017 Officers responded to a Personal Injury Accident at Triangle Park. The case remains under investigation pending the results of a blood test. The driver of the vehicle lost consciousness, went off the road and struck a tree. There were minor injuries to the driver and passenger.

On 6-30-2017 Officers took a report of a threatening phone calls in the 500 block of North Hancock. An unknown subject called that threatened to "blow the building up". Investigators to have suspect and the investigation is ongoing.

On 6-30-2017 Officers conducted an investigation of a natural death that occurred in the 900 block of East Park Street. The investigation is closed.

Project Reports

The "Play Safe Pentwater" campaign is underway. Visit www.pentwatervillage.org and checkout the line on the Department website to see the latest in safety tips, local rules and ordinance.

Yesterday the Department with the Ordinance Committee to discuss a golf cart ordinance.

The Fourth of July weekend went very well. The Village was extremely busy. 15 parking tickets were issued and one vehicle was towed. We received several reports of fireworks. People were very well behaved and everyone was enjoying themselves. Officers did a great job. We were assisted by Oceana County Sheriff's Office Reserves, Marine Patrol, Michigan DNR Law Enforcement, and the United States Coast Guard.

Pentwater Police Department – Activity Detail

Complaints	Totals
Medical Calls	6
Animal Complaints	1
Assists	6
Attempt to Locate	1
City Ordinance	3
Civil Complaint	1
Criminal Sexual Conduct	1
Misc. Complaints	6
Natural Death	1
Dog Bite	1
Fireworks	1
Follow Up Investigation	4
Found Property	2
Hit and Run Accident	1
Illegal Dumping	1
Larceny	3
Marine Patrol	2
Motorist Assist	3
Paper Service	1
Property Damage Accident	4
Reckless Driver	1
Barking Dog	3
Suspicious Situation	1
Threats	1
Traffic Stop	17
Traffic Hazard	2
Unknown Accident	1
Wires Down	2
Total	71

Tickets

Parking	15
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These statistics in no way reflect the number or the impact of contacts and interactions that the officers have with citizen and visitors.

Respectfully submitted,
 Chief Laude Hartrum



PENTWATER FIRE DEPARTMENT

486 E. Park Street • P.O. Box 1117
Pentwater, Michigan 49449
Phone (231) 869-5987 Fax (231) 869-8511
www.pentwaterfiredepartment.com

Monthly Meeting Agenda

Meeting Date: Wednesday, June 7, 2017 19:00
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 6/7/17
- III. Reports of Officers
 - a. Treasurer Raymond Hasil
- IV. Old Business
 - a. Fireworks on July 3 went as expected and the new LED lights on 341 worked very well.
 - b. Respirator evaluations- return your completed forms.
 - c. Shelby-Benona Fire/Lewis Farm Market Safety Day Saturday, August 12 from 10AM to 1PM. Paul is going and will leave at noon.
- V. New Business
 - a. One of two new roadway safety signs is now in service.
 - b. Department pictures are in August. Let Terry know if you need any uniform items.
- VI. Training
 - a. CPR re-certification is tonight.
- VII. Discussion on Last Month's Calls
 - a. There were 7 fire and 21 medical calls for service for June
- VIII. Public Comment (held to two (2) minutes on all issues)
- IX. Adjourn

Secretary- Ray Hasil



PENTWATER FIRE DEPARTMENT

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Monthly Meeting Minutes

Meeting Date: Wednesday, June 7, 2017 19:15
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 5/3/17
- III. Reports of Officers
 - a. Treasurer Raymond Hasil- \$152,971.78 left, 32.0% spent.
- IV. Old Business
 - a. Respirator evaluations- forms were provided to personnel that don airpacks for fires.
 - b. Shelby-Benona Fire/Lewis Farm Market Safety Day Saturday, August 12 from 10AM to 1PM. Paul is going and will leave at noon.
- V. New Business
 - a. 6 members will be at Mears State Park for fireworks night on July 3.
 - b. A discussion was held on the use of road safety signs that can be used to better alert drivers when we are operating on roadways.
- VI. Training
 - a. We will burn the brush pile at the transfer site and practice wildland firefighting techniques.
- VII. Discussion on Last Month's Calls
 - a. There were 6 fire and 29 medical calls for service for May
- VIII. Public Comment (held to two (2) minutes on all issues)
 - a. None
- IX. Adjourn
 - a. A motion to adjourn by Jonathan Hughart was seconded by Everet Horton.

Secretary- Ray Hasil



PENTWATER FIRE DEPARTMENT

486 E. Park Street • P.O. Box 1117
Pentwater, Michigan 49449
Phone (231) 869-5987 Fax (231) 869-8511
www.pentwaterfiredepartment.com

Officer Meeting Minutes

Meeting Date: Wednesday, June 7, 2017 19:00

Meeting Location: Pentwater Fire Department

- I. There was no June Officers Meeting held

Secretary- Ray Hasil



VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 FAX (231) 869-5120
www.Pentwatervillage.org

ZONING ADMINISTRATOR'S REPORT June 30, 2017

The following is a summary of activity conducted by the Zoning Administrator in June, 2017.

Code Enforcement

Nothing outstanding at this time.

Planning Commission

The Planning Commission met on June 21, 2017 to hear a presentation from the DDA, consider a pre-application from the Hancock Building Condominium Association and to recommend a Planning Commission representative to the ZBA.

Zoning Board of Appeals

The Zoning Board of Appeals met on June 7, 2017 for its annual meeting where it elected Mike Castor as Chairperson and Bill O'Donnell as Vice Chairperson. The ZBA is also considering a minor change in its bylaws and plans to meet again September 6 to discuss the proposed change.

Zoning Permits

The following Zoning Permits were issued in June 2017. At this time, we have issued 19 Zoning Permits where this time last year 17 permits were issued by June 30.

1. 700 S. Beach for a fence.
2. 691 Park Street for a deck.
3. 280 S. Rutledge for a sidewalk repair.
4. 41 Dover for a fence.
5. 158 E. 6th Street for a 558 sq. ft. addition.

Sincerely,

Keith J. Edwards

Keith Edwards
Zoning Administrator

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, June 14, 2017

Call to Order: Chair Claudia Ressel-Hodan called the meeting to order at 8:30 AM followed by the Pledge of Allegiance to the flag.

Attendance Roll Call: Jilly Barnes, Chris Dunn, John Nagel, Crystal Babbin, Doug Osborn, Terry Valenzano, Jack Witt, Terry Lambrix and Claudia Ressel-Hodan and Jeff Hodges.

Also present: Village Manager Rob Allard and Deputy Clerk/Treasurer Barbara Siok.

Absent: John (Buz) Graettinger

Public Comments: None

Agenda: **Motion** to approve agenda by Terry Valenzano, second by Chris Dunn. Voice vote. All Ayes. Opposed: None. Motion passed.

Approve Minutes of April 12, 2017 Meeting: **Motion** to approve the meeting minutes by Chris Dunn, second by Doug Osborn. Voice vote. All Ayes. Opposed: None. Motion passed.

Approval of 2017 DDA millage of 1.4474: **Motion** to approve 1.4474 millage by Claudia Ressel-Hodan, second by Chris Dunn. Roll call vote. Ayes: 9. Opposed: None. Motion passed.

Announcements from the Chair: Claudia Ressel-Hodan thanked Pentwater Village Manager Rob Allard for his leadership of the DDA and being an integral part of the DDA. John Nagel thanked the team and especially Claudia for the first Movies on Green event that raised money to purchase the projector and equipment with a surplus of \$500.

COMMITTEE REPORTS

Treasurer's Report: Jack Witt explained expenditures, revenue and balances leading to a discussion of amending the budget for future projects.

Motion by Crystal Babbin to move \$8000 of unallocated money to funds available, second by Chris Dunn. Roll call vote. Ayes: 10. Opposed: None. Motion passed.

Motion to accept treasurer's report as submitted by Terry Valenzano, second Chris Dunn. Voice vote. Ayes: 10. Opposed: None. Motion passed.

Jack Witt said that he received a call from Linda Osborn regarding planting of flowers in 3 containers on Hancock Street. **Motion** by Jilly Barnes to reimburse Linda Osborn \$213.06, second by Terry Valenzano. Roll call vote. Ayes: 10. Opposed: None. Motion passed.

Hancock Improvements: Doug Osborn reported that they met with Steve Bass in April regarding a 3-5 year plan for improvements on Hancock including trash containers, benches, trees and more. Drawings will be submitted in July. with research on cost. Claudia said the plan is to meet with Buildings & Grounds, all interested parties, and later a public showing for feedback.

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, June 14, 2017

Beautification: Jilly said she is working with Emily Kuntz on designs for a mural. She asked about resources for fall decorations. Several resources and volunteers were mentioned in discussion with the possibility of looking at 2 phases and other suggestions. Claudia suggested a workshop meeting in September for more discussion. Jeff Hodges added there are 2 smaller gazebos being built by Gene Davidson for the ends of the Village.

Marketing: Claudia said the DDA owes thanks to Mark Benner for doing the majority of the work on the survey project. She said a personal invite with a note from Village President Jeff Hodges will go to business property owners paying DDA tax and also an email to business owners from the Chamber and a hand delivered note if they're not a chamber member making them aware to be on the lookout for a red envelope with a survey.

Bike Share Program: Claudia said last year's budget paid for the new bikes but after finding out the Woodshed was selling out, purchased 4 additional coaster bikes for \$50 each. Claudia said that she would also like to purchase additional locks.

Motion by Claudia Ressel-Hodan to increase the Bike Share budget by \$400, second Chris Dunn. Roll call vote. Ayes: 10. Opposed: None. Motion passed.

Motion by Jilly Barnes to reimburse Claudia Ressel-Hodan \$200 for the 4 bikes purchased, second by Terry Valenzano. Roll call vote. Ayes: 10. Opposed: None. Motion passed.

Chris Dunn said he wanted to go on record thanking Claudia for the responsibility of the Bike Share program and making the program work leading to a discussion about the bikes.

Wi-Fi Signage: Terry Valenzano reported an update regarding choices of signs, materials and cost. Discussion of concerns and options followed. More research is needed.

NEW BUSINESS

Jilly Barnes said Gallery Stroll will now be on Saturdays, 5-8PM, June, July and August. Jeff Hodges said he would like the celebration for the Start of Summer to continue for the good of the village community possibly through other venues or promotions. Rob Allard added that the Village can't fund the party, it existed only through donations. Claudia suggested forming a committee for further discussion to be continued in September including talking about a sound system. Jeff said there is a need to make the seasons longer and entice businesses to stay open at least through Christmas.

Public Comments: Claudia asked if there were any further questions or discussions.

Adjournment: **Motion** by Claudia, second by Jeff Hodges to adjourn at 9:35 AM. All ayes.

The next scheduled DDA Meeting is August 9, 2017, at 8:30 AM in the Community Room.

Respectfully submitted,

Barbara Siok
Deputy Clerk/Treasurer

Date

DDA Meeting June 14th, 2017
Report to Council July 10, 2017

1. A millage of 1.4474 was approved

2. Hancock Improvements

This committee has combined with Buildings and Grounds. We are in process of having various presentations of "Pentwater Designs" by Steve Bass. After the presentations, a 3-5 year plan will be developed.

3. Beautification

Discussed timing of Fall decorations, with goal being out by Fall fest. Additionally, Jilly Barns is working on a mural concept to go on side of Chamber wall. When developed this will be given to Buildings and grounds for approval.

4. Bike Share Program

New bike Share locked system is going well. Ways to make a bit easier on the manager of system in future was discussed.

Respectfully Submitted,
Claudia J. Ressel-Hodan Psy. D.



VILLAGE OF PENTWATER

Planning Commission

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 – FAX (231) 869-5120

Regular Meeting Minutes – June 21, 2017

Chairperson Christians called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 7:00 pm with the Pledge of Allegiance.

ROLL CALL

Present: Ron Christians, Michelle Angell-Powell, Mark Benner, Bruce Koorndyk, Kirstin McDonough & Paul Anderson

Absent: None

Staff Present: Keith Edwards, Zoning Administrator

APPROVAL OF AGENDA

Motion by Koorndyk, second by Anderson to approve the Agenda as presented.

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

APPROVAL OF REGULAR MINUTES

Motion by Koorndyk, second by Benner to approve the May 17, 2017 regular meeting minutes as presented.

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

PUBLIC COMMENTS ON AGENDA ITEMS – None

PUBLIC COMMENTS ON NONAGENDA ITEMS

Village President Jeff Hodges informed the Planning Commission about the opportunity to view a concept for the proposed streetscape improvements to Hancock Street properties in the downtown and two other locations at the north and south entrances to the Village of Pentwater. The presentation is sponsored by the Downtown Development Association and will be Tuesday, June 21, 2017 at 7 pm in the Community Room at 327 S. Hancock Street in Pentwater.

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator

Mr. Edwards referred to his written report that five Zoning Permits had been used since the last Planning Commission meeting, for a fence, a couple of additions a deck and a wall sign for VOX POPS a new business next to Gull Landing.

Motion by Anderson, second by Benner to approve the Zoning Administrator's written report as presented.

Voice Vote: Aye: 5 Nay: 0 Absent 1 **Motion carried.**

B. Zoning Board of Appeals

Mr. Edwards has provided a copy of the draft minutes of the June 7, 2017 annual meeting of the ZBA where Mike Castor was elected as Chairperson, and Bill O'Donnell was elected as Vice Chairperson. Additionally, the ZBA reviewed an amendment to their by-laws, which will be discussed for consideration of approval at their next meeting. Their next meeting is tentatively scheduled for September 6, 2017.

OLD BUSINESS - None

NEW BUSINESS

A. Presentation from Dr. Claudia Ressel-Hodan, Village of Pentwater DDA

Dr. Ressel-Hodan introduced herself as the Chairperson for the Downtown Development Authority (DDA) for the Village of Pentwater. Dr. Ressel-Hodan explained that the charge of the DDA is to prevent deterioration of downtown Pentwater. To that end, the DDA has provided Wi-Fi between First Street and the Sixth Street and the Marina; conducts marketing activities to promote downtown businesses in Pentwater and will soon be sending out a survey seeking input on the spending of tax dollars collected by the DDA. Additionally, the DDA in consort with the Village conducts downtown beautification and many promotional events and is sponsoring the proposed Hancock Streetscape design effort with the help of local resident Steve Bass. Lastly, the DDA coordinates the free bicycle program downtown. The Planning Commission thanked Dr. Ressel-Hodan for her efforts and the presentation to the Planning Commission as the Planning Commission seeks ways to include the efforts of the DDA in its upcoming effort to revise the Master Plan in 2020.

B. Pre-application Discussion – Hancock Building's proposed parking lot addition and balconies.

Barry Monroe, on behalf of the Hancock Building Condominium Association, presented an idea to the Planning Commission to add additional parking to the east side parking lot as well as balconies to the second floor to accommodate the possible conversion of the entire second floor of the building to residential use. Jeremy Horton of Harbor Design & Construction, owner of the units dedicated to their business also provided input. Currently, there are two residential units in the building, one on the second floor and one on the first floor at the northwest corner of the building, next to the restroom suite owned by the Village of Pentwater. The proposed parking area to accommodate the proposed new residential units would reconfigure the existing asphalt area on the west side of the building and provide an additional four parking spaces, thus providing a total of eight spaces to accommodate 4 residential units in the building. However, the proposal currently includes Village owned property and the Condominium Association will seek that acquisition from the Village Council. The Association also proposed to pave and stripe two additional parking spaces in Second Street that are currently turf and exchange some property around the Hancock Building to become Village owned property. The proposed balconies were also discussed in terms of their placement, design, existing trees and the desire to have the balcony proposed over the Village restrooms to provide waterproof covering over the existing entrances to the restrooms.

Benner moved and Koorn dyk seconded to advise the Village Council that the proposal:

- Reduces the risk of dark spaces in the downtown as the existing commercial use on the second floor intends to move out of the building;
- Puts more residential uses and life into the downtown; and,

- That the proposed exchange between the Village and Association should be as net-neutral of a public/private agreement as possible.

Voice Vote: Aye: 4 Nay: 0 Abstentions: 2 (Anderson & Angell-Powell)
Motion carried.

C. Request for Planning Commission Representative to the ZBA.

Benner moved and Angell-Powell seconded to nominate Bruce Koorndyk to serve as the Planning Commission representative to the Zoning Board of Appeals. The successful nominee must be appointed by the Village President and approved by the Village Council.

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

PUBLIC COMMENTS

Claudia Ressel-Hodan informed the Planning Commission that she is also working on the Pentwater bicycle trails including BR 35 with emphasis on gaining off-road portions of the trail to make it safer, including signage and working together with Pentwater Township.

Village President Jeff Hodges introduced new Village Council member Peter Dunlap to the Planning Commission and said that he intends to appoint a new Planning Commission member to complete their roster at the July Village Council meeting.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS - None

None.

ADJOURNMENT

Christians adjourned the meeting at 8:30 p.m.

Respectfully Submitted,

Keith Edwards
Zoning Administrator

June 26, 2017
Date

Approved by the Village of Pentwater Planning Commission on _____

VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock St, PO Box 622
Pentwater, Michigan 49449

Resolution Amendment Village Ordinance 150.21 OCCUPANCY; PERMIT REQUIRED; FEE.

At a regular meeting of the Village Council of the Village of Pentwater, Oceana County, held on July 10th, 2017 at 6:00 p.m. in the community room of Village Hall on 327 S. Hancock Street, Pentwater, Michigan

WHEREAS Village Council resolves the amendment of Village Ordinance 150.01 as follows;

FROM:

150.21 OCCUPANCY; PERMIT REQUIRED; FEE. No person shall occupy or allow another person to occupy a trailer coach, camper trailer, or travel trailer without having first secured a permit therefor from the Village Clerk. "The fee for such a permit shall be \$5."

TO:

150.21 OCCUPANCY; PERMIT REQUIRED; FEE. No person shall occupy or allow another person to occupy a trailer coach, camper trailer, or travel trailer without having first secured a permit therefor from the Village Clerk. The fee for such a permit shall be decided by a resolution of the Village Council."

Therefore, the Village Council resolves to amend last sentence of Village Ordinance 150.01 to: "The fee for such a permit shall be determined by a resolution of the Village Council".

This amendment to Village Ordinance 150.21 shall take effect either the twentieth day after being approved or upon date of publication, whichever occurs first.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

I, Colleen Moser, Clerk for the Village of Pentwater, do hereby certify that the above Resolution was duly passed and approved by the Pentwater Village Council, Oceana County, in the State of Michigan, at a Regular Council Meeting held on July 10, 2017.

Colleen Moser, Village Clerk/Treasurer

Date

VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock St, PO Box 622
Pentwater, Michigan 49449

Resolution set Overnight RV Parking Fee According to Village Ordinance 150.21

At a regular meeting of the Village Council of the Village of Pentwater, Oceana County, held on July 10th, 2017 at 6:00 p.m. in the community room of Village Hall on 327 S. Hancock Street, Pentwater, Michigan

WHEREAS, the specific purpose of this resolution is to set the occupancy fee for overnight RV parking according to Village Ordinance 150.21;

WHEREAS, The fee will be without proration will be \$30 (THIRTY DOLLARS) per 72-Hours of camping.

WHEREAS, The fee will become effective on, July 31st, 2017.

Therefore, the Village Council resolves to set the occupancy fee according to Village Ordinance 150.21 to \$30 per 72-hours of camping, the fee will not be prorated, and will become effective on July 31, 2017.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

I, Colleen Moser, Clerk for the Village of Pentwater, do hereby certify that the above Resolution was duly passed and approved by the Pentwater Village Council, Oceana County, in the State of Michigan, at a Regular Council Meeting held on July 10, 2017.

Colleen Moser, Village Clerk/Treasurer

Date