



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

VILLAGE COUNCIL MEETING AGENDA

Agenda to be presented before the Pentwater Village Council at the Regular meeting to be held on August 10, 2015 at Village Hall at 6:00 PM.

1. Call to Order
2. Council Roll Call
3. Public Comments
4. Approval of the Agenda
5. Public Comments on Agenda Items
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 held on July 13, 2015.

Regular Village bill approval of \$86,785.70. Fire Department regular bill approval of \$2,995.86.

Approval of the use of Village Property:

- On Saturday, August 15, 2015 at 10:00 am the Pentwater Arts Council for a fundraising project, flash-mob type photo to be sold later on the same day.

DEPARTMENT REPORTS

1. Village Manager – Rob Allard
2. Police Chief – Laude Hartrum
3. Fire Chief - Terry Cluchey
4. Marina Manager – Dick Hutchings
5. Zoning Administrator – Sara Bizon

COMMITTEE and BOARD REPORTS

1. Finance Committee - Jared Griffis
2. Ordinance Committee – April Watkins
3. Buildings & Grounds Committee – Dan Hoekstra
4. Personnel Committee – Bill Maxwell
5. Services Committee - Norm Shotwell

6. Promotions Committee – Don Palmer
7. Harbor Research Ad Hoc Committee – Dave Roseman

VILLAGE COMMISSION and BOARD REPORTS

1. Planning Commission – Ron Christians
2. DDA – Doug Osborn
3. Zoning Board of Appeals – Mike Castor

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. Appoint to ZBA 2nd Alt, Jim Young Term exp. Jan 2016
2. 3rd Ave Storm Sewer Contract award.

ADJOURNMENT

PUBLIC COMMENTS

1. Will be made **ONLY** when the Village President opens the meeting for public comments, this is not a Public Hearing.
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

Village of Pentwater

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street P.O. Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: pentwatervillage.org

Regular Meeting COUNCIL MINUTES July 13, 2015

Call to Order - President Juanita Pierman called the regular meeting of the Pentwater Village Council to order at 6:00 pm in the Pentwater Community Hall meeting room.
Pledge of Allegiance.

Roll Call - Present: Jared Griffis, Norm Shotwell, Bill Maxwell, Dan Hoekstra, Don Palmer, April Watkins and Juanita Pierman.
Absent: None.

Also present: Village Manager Rob Allard; Clerk/Treasurer Colleen Moser; Police Chief Laude Hartrum; Zoning Administrator Sara Bizon; Deputy Clerk Barb Siok; Marina Manager Dick Hutchings and Village Attorney Gary Nicholson.

Approval of the Agenda Motion by Griffis, supported by Hoekstra to approve the agenda. Voice vote. Aye: All Agenda approved.

Approval of Consent Agenda - Approval of Village Council Regular meeting minutes held on June 8, 2015. Regular Village bill approval of \$70,764.71. Fire Department regular bill approval of \$10,719.53.

Approval of the use of Village Property:

Approval of the Chamber letter listing the 2016 Events and the Annual Wooden Boat Show on Saturday August 15, 2015.

Motion by Shotwell, second by Maxwell to approve the consent agenda items. Roll call vote. Aye 7, Nay 0. Motion passed.

VILLAGE DEPARTMENT REPORTS

Village Manager – Allard reported that there were two DPW workers off on medical leave and did not know when they would be returning to work. The DPW is currently staffed by 1 fulltime and 1 part-time seasonal DPW worker. Palmer asked if the medical reasons were work related, Allard replied that the medical reasons were not work related. Hoekstra asked about a sign posted on a dock near the shopper's dock that read 'Please don't block our dock.' Allard stated that the shoppers dock could hold two 18 ft. boats and that the Village has a 66-foot right of way. See report.

Police Chief – See report.

Fire Chief – See minutes.

Marina Manager – See report.

Zoning Administrator - See report.

COMMITTEE REPORTS

Finance – No meeting, no report.

Ordinance – No meeting, no report.

Building and Grounds - No meeting, no report.

Personnel Committee- No meeting, no report.

Services Committee- Meeting cancelled due to lack of quorum.

The next services meeting will be held in August.

Promotions Committee – No meeting, no report.

Harbor Research Committee Ad Hoc. No meeting. President Pierman stated that the shallowest area of the harbor was nine feet according to the most recent water level testing.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission- Ron Christians reported that the regular Planning Commission meeting held its election of officers, in which he was elected as the Chair. The Vice chair would be Dan Hoekstra and the Secretary would be Elke Garrett. See meeting minutes.

DDA – See meeting minutes from June 10, 2015.

ZBA- No meeting, no report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Motion by Palmer, second by Hoekstra to appoint Matt Werner to serve on the DDA. Term to expire in July 2019. Voice vote. Aye: 7 Nay: 0. Motion approved.

Motion by Palmer, second by Shotwell to reappoint Elke Garret to serve on the Planning Commission. Term to expire in August 2018. Voice vote. Aye: 7 Nay: 0. Motion approved.

Motion by Shotwell, second by Palmer to reappoint Gay Birchard to serve on the ZBA. Term to expire in August 2018. Voice vote. Aye: 7 Nay: 0. Motion approved.

337 N. Rush Street Lot Split Resolution Bizon reported that the lot split resolution was requested so that the owner could build a smaller house on one lot and a larger home on the other lot. The lot split conforms to the Zoning Ordinance. The Planning commission had approved the lot split and the Village attorney had reviewed the resolution.

Motion by Shotwell, supported by Palmer to approve the 337 N. Rush Street Lot Split Resolution. Roll call vote. Aye: 7 Nay: 0. Motion approved.

President Pierman introduced Scott VanSingle from Newago County, a potential candidate for State Representative.

Marina Engineering Study Grant Resolution *Motion* by Palmer, supported by Shotwell to approve the Marina Engineering Study Grant Resolution.
Roll call vote. Aye: 7 Nay: 0. Motion passed.

Allied Waste Contract renewal *Motion* by Maxwell, supported by Hoekstra to approve the Allied Waste Contract renewal. Roll call vote. Aye: 7 Nay: 0. Motion passed.

Resolution for the Final Adoption of 2015 update to the Master Plan. *Motion* by Palmer, supported by Hoekstra to approve the 2015 update to the Master Plan.
Roll call vote. Aye: 6 Nay: 1-Maxwell. Motion passed.

Adjournment – Motion was made by Palmer to adjourn. Voice vote. Aye: All. President Pierman adjourned the meeting at 6:46 pm.

Respectfully submitted,

Colleen Moser, Clerk/Treasurer

Date

CHECK REGISTER FOR VILLAGE OF PENTWATER 07/01/2015 - 07/31/2015

Check Date	Check	App	Vendor Name	Description	Amount
07/02/2015	41778	AP	Ken Adams Excavating, Inc.	mtc. supplies	970.00
07/02/2015	41779	AP	Allin Ice Company	marina ice supplies	65.00
07/02/2015	41780	AP	Mike Blackmer Electric, Inc.	repair & mtc. marina dock 26	273.54
07/02/2015	41781	AP	Charter Communications	utilities	807.45
07/02/2015	41782	AP	Collins, Wyatt	rec.dept.umpire	45.00
07/02/2015	41783	AP	Consumers Energy Payment Center	utilities	8,750.97
07/02/2015	41784	AP	DTE Energy	utilities	307.56
07/02/2015	41785	AP	Evergreen Solutions LLC	parks supplies	268.26
07/02/2015	41786	AP	Ludington Plumbing & Heating	oper. supplies	22.78
07/02/2015	41787	AP	Michigan Rural Water Association	dues	405.00
07/02/2015	41788	AP	Oceana's Herald-Journal	publishing	45.50
07/02/2015	41789	AP	Physio-Control, Inc.	AED (defib) battery	225.00
07/02/2015	41790	AP	Republic Services	prof.cont. svc.	321.11
07/02/2015	41791	AP	Trace Analytical Laboratories, Inc.	analytical	1,141.40
07/02/2015	41792	AP	Village of Pentwater	utilities	2,773.06
07/02/2015	41793	AP	Wishing Well	fuel	75.00
07/10/2015	41794	PR	Net Payroll Check	payroll	189.86
07/10/2015	41795	PR	Net Payroll Check	payroll	464.95
07/10/2015	41796	PR	Net Payroll Check	payroll	124.68
07/10/2015	41797	PR	Net Payroll Check	payroll	895.17
07/10/2015	41798	PR	Net Payroll Check	payroll	124.67
07/13/2015	41799	AP	C & D Cleaning	prof/contr.svc.	4,080.00
07/13/2015	41800	AP	Cintas Corporation	credit	63.49
07/13/2015	41801	AP	Consumers Energy Payment Center	utilities	2,895.37
07/13/2015	41802	AP	DTE Energy	utilities	64.54
07/13/2015	41803	AP	Evergreen Solutions LLC	supplies	208.26
07/13/2015	41804	AP	Firstmerit Bank, N.A.	supplies	516.07
07/13/2015	41805	AP	Fleis & Vandenbrink	3rd Ave. sewer	500.00
07/13/2015	41806	AP	Frontier	utilities	56.63
07/13/2015	41807	AP	Integrity Business Solutions	supplies	40.32
07/13/2015	41808	AP	Ludington Plumbing & Heating	supplies	16.58
07/13/2015	41809	AP	Malburg's Sanitation Service, Inc.	prof. svc.	160.00
07/13/2015	41810	AP	Nicholson & Krusniak	VOP-Bates	4,237.00
07/13/2015	41811	AP	Republic Services	prof. svc.	8,756.50
07/13/2015	41812	AP	Turning Leaf Landscaping Inc.	prof. svc.	330.76
07/13/2015	41813	AP	Verizon Wireless	utilities	116.04
07/13/2015	41814	AP	Walickis A-1 Auto Body & Towing LLC	motor pool	2,022.07
07/13/2015	41815	AP	Wilbur-Ellis Company	credit	472.66
07/13/2015	41816	AP	Wilson, Gary	in lieu of insurance	50.00
07/13/2015	41817	AP	Xerox Corporation	lease/mtc.	329.23
07/17/2015	41818	AP	Oceana County Sheriff's Office	sheriff's boat reimb.	1,500.00
07/17/2015	41819	AP	Synchrony	parks supplies/mutt mitts	425.00
07/21/2015	41820	AP	All Seasons Porta-Jons LLC	prof. svc.	72.00

Check Date	Check	App	Vendor Name	Description	Amount
07/21/2015	41821	AP	Allin Ice Company	marina ice supply	138.25
07/21/2015	41822	AP	Bruce's Auto & Maint.	repair/mtc.	361.49
07/21/2015	41823	AP	Cintas Corporation	prof. svc.	73.61
07/21/2015	41824	AP	Collins, Wyatt	rec.dept.umpire	45.00
07/21/2015	41825	AP	Companion Life	insurance	201.50
07/21/2015	41826	AP	DMC Unlimited	prof. svc.	479.00
07/21/2015	41827	AP	Fleis & Vandenbrink	prof. svc.-3rd ave. swr imprv.	4,300.00
07/21/2015	41828	AP	Great Lakes Energy	prof. svc.	209.30
07/21/2015	41829	AP	Integrity Business Solutions	supplies	190.94
07/21/2015	41830	AP	Lambright, Herman	pump fish cleaning station	800.00
07/21/2015	41831	AP	LSL Planning	prof. svc.	216.70
07/21/2015	41832	AP	MailFinance	prof. svc./Nepost	394.95
07/21/2015	41833	AP	McShane & Bowie PLC Attorneys	VOP: Cucci, John/Brenda	1,075.00
07/21/2015	41834	AP	Neofunds by Neopost	postage / supplies	566.42
07/21/2015	41835	AP	Oceana County Register of Deeds	split record	23.00
07/21/2015	41836	AP	Oceana County Road Commission	oper.supplies salt/sand	3,736.00
07/21/2015	41837	AP	Void	void	0.00
07/21/2015	41838	AP	Pollution Control Services	catch basins	1,170.00
07/21/2015	41839	AP	PROTEC	dues/membership	107.13
07/21/2015	41840	AP	Russell, Mike	prof.svc.	931.97
07/21/2015	41841	AP	Trace Analytical Laboratories, Inc.	analytical	1,186.50
07/21/2015	41842	AP	Trojan Tech. / Fifth Third Bank	treatmnt. oper. supplies	477.83
07/21/2015	41843	AP	The Village Plumber LLC	rpr/mtc.fish cleaning marina	2,032.59
07/21/2015	41844	AP	WEX BANK	fuel	648.17
07/22/2015	41845	AP	Maxwell, Bill	reimb. oper.supplies PFC sign	27.53
07/24/2015	41846	PR	Net Payroll Check	payroll	189.86
07/24/2015	41847	PR	Net Payroll Check	payroll	523.40
07/27/2015	41848	AP	Delta Dental	Delta Dental	303.80
07/30/2015	41849	PR	Priority Health Insurance	insurance	6,916.88
07/31/2015	41850	PR	POLICE OFFICERS ASSOCIATION	dues	140.00
07/31/2015	41851	PR	TECH, PROF & OFFICE ASSOC OF MI	dues	112.50
07/31/2015	41852	PR	UNITED WAY OF THE LAKESHORE	united way	46.00
07/31/2015	41853	AP	Adams Marine Construction	prof. svc./fishing dock	4,500.00
07/31/2015	41854	AP	Allin Ice Company	marina ice	84.00
07/31/2015	41855	AP	AT&T Mobility	utilities	77.89
07/31/2015	41856	AP	Mike Blackmer Electric, Inc.	repair/mtc.	76.68
07/31/2015	41857	AP	C & I Electric	prof.svc.	120.00
07/31/2015	41858	AP	Charter Communications	utilities	811.69
07/31/2015	41859	AP	Cintas Corporation	prof. svc.	354.74
07/31/2015	41860	AP	DMC Unlimited	prof. svc.	337.50
07/31/2015	41861	AP	Etna Supply	water supplies	814.87
07/31/2015	41862	AP	Evergreen Solutions LLC	supplies	666.95
07/31/2015	41863	AP	Frontier	utilities	236.37
07/31/2015	41864	AP	Great Lakes FORD	mtc/repair	100.00

Check Date	Check	App	Vendor Name	Description	Amount
07/31/2015	41865	AP	Integrity Business Solutions	supplies	22.98
07/31/2015	41866	AP	Larson & Son Ace Hardware	supplies	166.51
07/31/2015	41867	AP	VOID	void	0.00
07/31/2015	41868	AP	Martens	prof. svc. reimbursemen	175.00
07/31/2015	41869	AP	McShane & Bowie PLC Attorneys	VOP: Cucci, John & Brenda	4,091.00
07/31/2015	41870	AP	North Woods Sign Shop LLC	signs	327.50
07/31/2015	41871	AP	Republic Services	prof. svc.	320.92
07/31/2015	41872	AP	Trace Analytical Laboratories, Inc.	analytical	582.30
07/31/2015	41873	AP	Walickis A-1 Auto Body & Towing LLC	repair/mtc.	85.00
Total					\$86,785.70

Pentwater Fire Department

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Aug 12, 15	08/12/2015	2087	Grateful Thread Embroidery	-489.30
	08/12/2015	2088	First Due	-135.00
	08/12/2015	2089	The Art D.E.N.	-204.00
	08/12/2015	2090	Kwik Print Plus	-184.04
	08/12/2015	2091	Michigan Rescue Concepts	-170.90
	08/12/2015	2092	Ludington Plumbing & Heating	-1,032.95
	08/12/2015	2093	Consumers Energy	-141.72
	08/12/2015	2094	Galls, LLC	-530.63
	08/12/2015	2095	DTE Energy	-31.30
	08/12/2015	2096	Verizon Wireless	-76.02
Aug 12, 15			TOTAL	\$ (2,995.86)



Pentwater Arts Council
P.O. Box 725
Pentwater, MI 49449

July 31, 2015

Pentwater Village Council
327 S Hancock
Pentwater, MI 49449

Dear Council,

The Pentwater Arts Council ("PAC") is requesting permission to use the Village Green Saturday, August 15th at 10a.m. for a new fund-raising project for PAC. Essentially it will be one large flash-mob type photo on the Village Green which we will then make into posters and sell later that day.

Dayna Hasil will be the photographer; with an assist from Mike Russell (he has the bucket so she can get high enough to take a good pic). Dayna will take a few photos of the entire group and we will choose the best one. We've made arrangements with Staples to get posters printed with a quick turnaround so that they will be available by the time of the parade that afternoon. We will be selling them at the parade and after for \$10.00 each. We will also be able to mail them for an additional \$5.75. The posters will feature the photo captioned Pentwater 2015 and will be suitable for framing. All funds will go toward supporting the Pentwater Arts Council, which actively supports the arts in the Pentwater area via our summer Gallery Strolls, the Student Art Show, Blooming Arts (in conjunction with the Garden Club), The Summer and Fall Concerts and Corks and Canvas Wine Tasting.

We anticipate that it will take, at the most, approximately ½ hour for the photo. And we do not need anything special except a parking spot for Mike.

The key to our success will be getting as many people as possible interested in being part of the photo. We are also requesting permission to place an easel sign at the top of the steps to the Village Green to let folks know about the photo shoot. We hope to have it there each day during Homecoming.

Last but not least, please join us and bring family and friends!

Sincerely,

Pentwater Arts Council

Pamela Burdick

8693043



MANAGERS REPORT

August 10, 2015

ROAD MAINTENANCE

Cold patching continues as time allows. DPW personnel have been grading the gravel streets as needed. Dryer conditions have kept streets in fairly good shape.

Bids for the Third Avenue storm sewer project were let in late July. Hallack was the low bidder for the project at \$58,182. Pending Council approval, the project is expected to begin in September and be completed by the end of October.

TREE TRIMMING

Mike Russel is continuing to cut and trim trees within the Village right of way. As with past years, requests for tree removal from residents exceed the budget. The Village is working on a priority basis based mainly on safety to pedestrians and motorists.

WATER UTILITY

The village is continuing to exercise main valves for the month of August. This will continue as time permits until late fall.

SEWER UTILITY

Problem sewers were cleaned on August 4th.

CLEAN WATER PLANT

On line compliance reporting for the discharge of the wastewater plant has been overhauled by the State of Michigan. The new system was rolled out by the State starting this month. No reports have been made to the new system my Pentwater at this time.

**Pentwater Police Department
Activity Report
July 2015**

Synopsis

July was a very busy month in the Village. We received 128 calls for service.

Activity Highlight

On 7-1-2015 Officers took a complaint of attempted Burglary in the 900 block of East Second Street. No items were stolen and the case remains under investigation.

On 7-4-2015 Officers took a report of a Personal Injury Accident that occurred on Old State Road near Lake Street. One female subject was injuries when she flipped over the handlebars of her bicycle. She was transported to Lakeshore Hospital and later released.

On 7-15-2015 Officers took a report of domestic violence. No arrest were made.

On 7-16-2015 Officers took a report of a disorderly subject in the 200 block of South Hancock. One subject was arrested and lodged at the Oceana County Jail.

On 7-18-2015 Officers ticketed one subject for driving on a suspended license following a traffic stop on North Hancock Street near Wythe Street.

On 7-19-2015 Officers took a report of a verbal domestic. No arrests were made.

On 7-26-2015 Officers assisted OCSO in the investigation of a reckless drivers. One subject was ticketed following a traffic stop on US 31 near Hammitt Road.

Ongoing Efforts

Officers continue their efforts to promote bicycling in Pentwater and are working at distributing education material on bike safety and traffic laws.

Respectfully submitted,
Chief Laude Hartrum

Complaints	Totals
Animal Abuse	2
Animal Complaint	2
Assault not in Progress	1
Assists	19
Attempts to Locate	1
City Ordinance	9
Civil Complaints	3
Disturbances	2
Domestic Violence	1
Follow up Investigation	11
Found Property	6
Harassment	1
Hit and Run PDA	1
Larceny	2
Lost Property	5
Marine Patrol	1
Misc.	4
Missing person	1
Motorist Assist	2
Noise Complaint	2
OWI	1
Property Damage Accidents	8
Reckless Driver	3
Stray / Barking Dog	5
Suspicious situation	7
Threat Complaint	1
Traffic Stops	21
Transports	1
Personal Injury Accidents	2
Warrant Pick Up	1
Well Being Check	1
Wires Down	1
Total	128

Tickets

Last month there were several parking tickets issued and;

Speeding	1
OWI	0
Driving While License Suspended	1
Total	3



PENTWATER MUNICIPAL MARINA REPORT

JULY 2015

TO: PENTWATER VILLAGE COUNCIL

PENTWATER VILLAGE MANAGER ROB ALLARD

July was a very good month for boating with nice weather and little rain. Our transient slips were 66% filled for the month, with a few nights of a completely filled marina.

The take a kid fishing day was canceled this year due to a change in the rules. All the adult volunteers are required to have a criminal background check before they can take the kids fishing.

The launch ramp has been fairly busy this summer with very few problems or complaints.

The fishing has picked up with larger fish but the numbers are down.

The fish cleaning station has held up well this year, and the smell has not been much of a problem.

The fishing dock was finally repaired and put back in place and the dingy dock has a temporary fix to make it usable for the rest of the season.

Respectfully Submitted

Dick Hutchings
Manager Manager



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ZONING ADMINISTRATOR'S REPORT *ASB*

July 2015

Zoning Permits issued:

Accessory Bldg.	0
Deck	0
New Residence	0
Residential Addition	1
Fence	0
Residential Remodel	0
Sign	0
Home Occupation	0
Demolition	0
Commercial	0
Driveway	0
Other	1
Total	2

- Responded to requests for information

Detail of Zoning Permits Issued:

Permit Number	Date Issued	Address	Parcel Number	Property Owner	Project
ZP 19-15	7/8/15	520 E. Third Ave.	560-094-00	Mitchell	Screen Room
ZP 20-15	7/30/15	633 E 6th Street	395-017-00	Nelson	Relocate 10x16 shed

Village of Pentwater
Services Committee Meeting Minutes
August 4, 2015

Members Present: Norm Shotwell and Jared Griffis; member absent Don Palmer
Others present: Rob Allard, Village Manager; Bob VanSchoyck resident

Chairman Shotwell called the meeting to order at 0730.

1. Storm water drainage plan

3rd Avenue Storm Drain – The Village Manager presented the Engineer's recommendation on bids received, which recommends awarding the work to Hallack Contracting, Inc. After discussion, Griffis made a motion to take the recommendation to Council; Shotwell supported and the Committee approved the motion.

2. Capital Improvement Plan (CIP)

The Village Manager is pressing Wade Trim for their first draft..

3. Village Manager's update:

Clean Water Plant – in flow continues to increase.

Well Head Protection Plan – final draft expected by early Sept..

Review of Village utility rates – the water & sanitary sewer systems rate draft study is with the Village Manager. The committee chair will hold a working session to review both studies with the Village Manager and the full Committee will meet by early Sept for a full Committee review prior to taking the study to Council.

The next Services Committee will be scheduled when information on the CIP is available.

Meeting Adjourned at 0743.

Respectfully,

Norman Shotwell, Chairman



VILLAGE OF PENTWATER
Planning Commission
ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street – P.O. Box 622
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Regular Meeting Minutes – July 15, 2015

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

ROLL CALL

Present: Kirstin McDonough, Bruce Koorndyk, Paul Anderson, Dan Hoekstra, Mark Benner, Ron Christians, Elke Garrett (entered at 7:02 p.m.)

Absent: Damon Crumb

Others Present: Sara Bizon, Zoning Administrator

Hoekstra informed the Commission that at the June 17, 2015, when acting as chairperson, he erroneously ruled that the Motion to change the name to the Master Plan to the Master “Land Use” Plan had failed. It was a 4 (aye) to 2 (no), therefore the vote had actually passed.

Benner challenged the changing of the minutes to correct the mistake. According to Benner, the ruling of the Chairperson is the final ruling (*according to his interpretation of Roberts Rules of Order.*) Therefore, the motion failed.

Hoekstra stated that Village Council voted down the name change on July 13, 2015 and approved the Master Plan as presented with the title “Master Plan”. Therefore, the point is moot.

APPROVAL OF AGENDA

Motion by Anderson second by Hoekstra to approve the amended agenda.

Voice Vote: Aye: 7 Nay: 0 Absent: 1 **Motion carried.**

APPROVAL OF PUBLIC HEARING MINUTES

Motion by Hoekstra second by Garrett to approve the June 17, 2015 Public Hearing minutes.

Voice Vote: Aye: 7 Nay: 0 Absent: 1 **Motion carried.**

APPROVAL OF REGULAR MINUTES

Motion by Hoekstra second by Anderson to approve the June 17, 2015 regular meeting with the change on page 2 (*Comments from the Master Plan Public Hearing*) stating that the motion failed.

Voice Vote: Aye: 7 Nay: 0 Absent: 1 **Motion carried.**

PUBLIC COMMENTS ON AGENDA ITEMS

Mr. Terry Valenzano presented an “Initiative – Entity/Advocacy Matrix” that he created that he would like see implemented to keep track of the progress of recommendations in the Sustainable Harbor Report.

Mr. Norm Shotwell concurred that the Village has to have a way to measure of objectives and timeframes. He also stated that as a result of the Studies report, the Village is already looking at making Lowell Street a “Complete Street.”

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator

Bizon provided the Commission with her June 2015 Monthly Report. She reported that she issued 2 permits in June. She also distributed a letter from Mr. Chuck Smith, Pentwater Township stating that the Township does not have any comments on the Master Plan.

B. Zoning Board of Appeals

No report.

OLD BUSINESS

A. Animal Ordinance

Chairman Christians appointed an Ad Hoc Subcommittee to review and make any recommendations to the Commission on potential changes to the animal regulations within the Village. The appointees are: McDonough (Chairperson), Hoekstra, and Anderson.

NEW BUSINESS

A. Review of Bylaws

Benner made the following Motion.

Motion by Benner second by Koorndyk that “An ad hoc By Laws Committee shall be appointed for the purpose of 1) reviewing the By Laws of the Planning Commission in relationship to best practices, such as recommended by Roberts Rules of Order and the Michigan Chapter of the American Planning Association, and 2) making recommendations to the Commission within six months.”

Benner explained that he would like a review of the election process, definitions of members and to make the document gender neutral. He passed out a document stating his concerns.

Roll Call Vote: Benner – Aye ; Hoekstra- No; Koorndyk – Aye; McDonough – Aye; Anderson – Aye; Crumb – Aye; Garrett – Aye; and Christians – Ayes. **Motion Carried (6-1)**

Christians appointed an Ad Hoc Subcommittee to review the bylaws. The appointees are: Benner (Chairperson), Hoekstra, and Koorndyk.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS

Hoekstra referred to the public comments from earlier in the meeting and recommended that the “Matrix” provided be put on the agenda for the August 2015 meeting. He also stated that there are things that the government is allowed and not allowed to do. A recommendation to all members was made to go review the Harbor Study documents online. Hoekstra also invited members of the Planning Commission to join the proposed groups identified and also invited members of those groups to come to Planning Commission meetings and keep the Planning Commission in the loop.

ADJOURNMENT

Christians adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Sara S. Bizon
Zoning Administrator

Date

Village of Pentwater

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street P.O. Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: pentwatervillage.org

Public Meeting to OPEN BIDS.
Held on July 31, 2015 at 1:00 P.M.

Third Ave Storm Sewer Improvements Fleis & Vandenbrink Project # 820240

Public bid opening meeting held at Village Hall in the Community Room.

Present: Village Manager Rob Allard and Dave Bluhm, P.E. from Fleis & Vandenbrink

Village Manager called the meeting to order at 1:00 pm.

The following sealed bids were received:

Bidder	Bid Amount Alternate 1	Bid Amount Alternate 2	Signed	Bid Bond	Comments	Addenda Noted
1. Charlie Hicks & Sons						
2. Hallack Contracting	58,182. ⁵⁰	58,182. ⁵⁰	✓	✓		✓
3. Ken Adams Excavating	78,190. ⁰⁰	NO	✓	✓		✓
4. Gustafson HDD	78,442. ⁵⁰	NO	✓	✓		✓
5. McCormick Sand, Inc.	103,235. ⁰⁰	94,835	✓	✓		✓
6.						
7.						
8.						

The bidding was closed and meeting was adjourned at 1:15 pm.

Respectfully submitted,



Rob Allard