



VILLAGE OF PENTWATER

327 S. Hancock St. PO Box 622, Pentwater, MI 49449
231- 869-8301 (Fax) 231-869-5120
www.PentwaterVillage.org

AGENDA

Village Council, Regular Meeting

September 12, 2016 at 6:00 p.m.

Meeting will be held at Village Hall.

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 minutes from the regular meeting held on August 8, 2016. Regular Village bill approval of \$71,016.50. Fire Department regular bill approval of \$6,618.13.

Approval of the use of Village Property:

Request to use a charcoal grill at Channel Lane Park on 9-18-16 for a VFW Bingo Party.

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

VILLAGE OF PENTWATER

Regular Council Meeting Agenda

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 Committee – Dave Roseman

VILLAGE COMMISSION and BOARD REPORTS

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

UNFINISHED BUSINESS

1. None.

NEW BUSINESS

1. Customer credit \$10,000, \$7,500 budget amendment for current fiscal year.
2. Annual OPEB payment \$10,000.
3. Reappoint Andrew Witt to the ZBA, term exp. Sept. 11, 2019.

PUBLIC COMMENTS

1. Will be made 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

Village of Pentwater

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

Regular Meeting COUNCIL MINUTES

August 8, 2016

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

Pledge of Allegiance.

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

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

Public Comments – Ted Cushna questioned the managers \$80,000 estimate in lost revenue should the number of establishments change. Manager responded that the estimate included any bill that had more than one establishment such as the State Park. It was recommended that Mr. Cushna meet with the manager to answer his questions.

Approval of the Agenda - *Motion* by Shotwell, supported by Watkins to approve the agenda. Voice vote. AYES: 7 NAYS: 0. Agenda approved.

Consent Agenda- Approval of Village Council minutes from the regular meeting held on July 11, 2016. Regular Village bill approval of \$146,353.69. Fire Department regular bill approval of \$7,523.13.

Approval of the use of Village Property:

Oceana MVP's request use of the Village Green to hold a free music concert on August 12, 2016 from 7-10 p.m.

Pentwater Arts Council requests use of the Village Green for a group photo shoot on August 13, 2016 from 8:30 – 10:30 a.m.

Motion by Hoekstra, second by Palmer to approve the consent agenda items. Roll call vote. AYES: 7 NAYS: 0. Consent agenda approved.

VILLAGE DEPARTMENT REPORTS

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

Village Manager – Allard reported that the Village would not be dredging due because as of July 18th MCM Marine was still working in Ludington. The delivery of garbage totes had almost completed. Republic Services continues to work very hard to satisfy the Village residents. Regarding the Land swap with the Township, the title agency could not find a clear deed on the township owned property that is located in the Village. The Village attorney recommended a quitclaim deed on the property. See New Business and Village Managers report.

Police Chief – See report.

Fire Chief – An insurance rating inspection will be on August 23rd the inspection measures fire prevention and suppression abilities of the department. The rating is expected to improve which will improve residents' homeowner insurance rates. See Fire Dept. minutes.

Marina –See report.

Zoning Administrator – No report.

COMMITTEE REPORTS

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

Finance Committee – Griffis reported on a meeting held on July 28th when the committee reviewed the 1st quarter financials, no amendments needed at this time. Also discussed, was the payment for the 2nd half of the marina sea wall repair that would be paid from the general fund until the grant money is received from the State. See meeting minutes.

Ordinance Committee. – Watkins reported on the committee's workshop and meeting held on July 20th. The utility ordinances were reviewed. There was a lengthy discussion regarding the definition of dwelling, residence and establishments. The Zoning Ordinances refers to dwellings, and it was suggested that the Planning Commission review the definitions, to get more continuity of the terms between the Village Ordinances and the Zoning Ordinances. Also discussed, was if the Village lowered the number of utility users, then the cost of the system would be spread over fewer customers, which would result in a higher ready to serve charge.

Building and Grounds Committee – No meeting, no report.

Personnel Committee- No meeting, no report.

Services Committee- Shotwell reported on the CIP - Street Improvement workgroup that was held on August 4th. A letter to be mailed to residents and a FAQ was being revised, as recommended by the bonding attorney. Also discussed was current Village debt, the scope of the street plan to be communicated to the public and that the working group would continue oversight to the Village manager, when the plan goes into effect.

Shotwell encouraged all residents to attend the Public Hearing on the Street Improvement Plan Bond proposal that will be held at the Pentwater Friendship Center located at 310 N. Rush Street in Pentwater on Wednesday, September 14th at 6:00 p.m.

Promotions Committee – Palmer reported that a working group continues to work with the Chamber on the planning of the Village Sesquicentennial Celebration to be held next year. The committee members are coordinating many ideas and there are options for various groups to get involved in the celebration. See meeting minutes.

Harbor Research Committee Ad Hoc. See Village Managers' report.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission- A meeting was held on July 20th. See meeting minutes

ZBA- No meeting, no report.

DDA - Dr. Ressel-Hodan reported that the DDA would be meeting on Wednesday, August 10th at 8:30 a.m. The new bike stand would be unveiled at 'Art on the Town' on Hancock Street on August 22nd at 7:00 p.m. The bike stand will need to be moved from the Artisan center to the downtown. Allard offered that the DPW could use forklift and a trailer to get the new stand in place. The free bike program has become very popular, however a new issue has come up, in that the bikes are not being returned to the bike stands each evening. Sometimes bikes are missing for couple of weeks, and she, and others have retrieved bikes from various locations around Pentwater Township.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Reappoint Mike Castor to the Zoning Board of Appeals. Term will expire Aug 11, 2019
Motion to approve by Shotwell, second by Maxwell. Voice vote. AYES: 7 NAYS: 0.
Reappointment approved.

Village Land Swap with Township- Deed of Ownership.

Motion by Maxwell, second by Hoekstra that Council approve accepting a quitclaim deed on the Village parcel 044-580-101-00, that the township owns, in order to proceed with the land swap of Village owned Township parcel 001-438-001-00.

Discussion: The Village manager requested that Council approve a quitclaim deed. The estimated cost of legal fees would be \$3,000 in order to get a clear deed on the township owned property located within the Village limits.

Palmer asked if there was a pressing need to approve the quitclaim deed. Allard responded that there was no pressing need however; the Village would like to seek a grant from the State. A grant would require that the Village owns the property and would need to be in the State's Budget by October 1st. Village attorney stated that there is no point in seeking clear title because of the low risk.

Watkins stated that the Village could spend the \$3000 now for a clear title, versus the possible increased legal fees, should there be a claim against the property. It is likely that a claim against the property would likely happen when there is movement on the property.

Village attorney, Brian Monton, recommended that the council accept a quitclaim deed; a person would have difficulty proving ownership or having a claim against the property.

President Pierman called for a vote. AYES:6 NAYS:1- Palmer. Motion approved.

Adjournment - *Motion* by Palmer, second by Shotwell to adjourn,
Voice vote. AYES: 7 NAYS: 0 President Pierman adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Colleen Moser, Clerk/Treasurer

Date

CHECK REGISTER FOR VILLAGE OF PENTWATER 08/01/2016 - 08/31/2016

Check Date	Check	App	Vendor Name	Description	Amount
08/05/2016	42888	PR	Net payroll check	payroll	162.30
08/05/2016	42889	PR	Net payroll check	payroll	507.90
08/08/2016	42890	AP	MULLEN MARK & DYANNE TRUST	Vlg Tax Ref. 044-433-012-00	1,374.06
08/05/2016	42891	PR	Priority Health Insurance	insurance	8,127.86
08/10/2016	42892	AP	Advanced Land Title Agency, Inc.	prof..svc.	500.00
08/10/2016	42893	AP	Allin Ice Company	marina ice supply	266.75
08/10/2016	42894	AP	AT&T Mobility	utilities	80.73
08/10/2016	42895	AP	Cintas Corporation	prof. svc.	54.03
08/10/2016	42896	AP	Dickenson,David DBA C&D Cleaning	prof. svc.	4,144.00
08/10/2016	42897	AP	Deluxe	supplies	321.91
08/10/2016	42898	AP	Firstmerit Bank, N.A.	supplies	749.62
08/10/2016	42899	AP	Frontier	utilities	87.25
08/10/2016	42900	AP	Grainger	supplies	134.15
08/10/2016	42901	AP	Great Lakes FORD	repairs	236.63
08/10/2016	42902	AP	Integrity Business Solutions	supplies	22.11
08/10/2016	42903	AP	Klotz Auto Parts Inc.	rpr. mtc.	212.31
08/10/2016	42904	AP	Lambright, Herman	pump fish cleaning station	400.00
08/10/2016	42905	AP	Lighthouse Car Care Center LLC	rp.mtc.	38.00
08/10/2016	42906	AP	Ludington Daily News	publishing	190.70
08/10/2016	42907	AP	Ludington Plumbing & Heating	supplies	5.25
08/10/2016	42908	AP	Malburg's Sanitation Service, Inc.	prof.svc.	145.00
08/10/2016	42909	AP	McWhorter, Neal	sidewalk replcmnt.	547.50
08/10/2016	42910	AP	NCLABS of Wisconsin	CWP supplies	146.31
08/10/2016	42911	AP	Paul O'Grady	comm. promo. reimbursment	801.15
08/10/2016	42912	AP	Printing Systems, INC.	supplies	318.64
08/10/2016	42913	AP	Republic Services, Inc.	prof. svc.	8,957.90
08/10/2016	42914	AP	Skyweb Networks Inc.	DDA prof.svc. community promo	10,870.69
08/10/2016	42915	AP	Trace Analytical Laboratories, Inc.	analytical	1,124.40
08/10/2016	42916	AP	Turning Leaf Landscaping Inc.	prof.svc.	330.76
08/10/2016	42917	AP	Vandervest Electric Motor & Fab.LLC	repr.mtc.	648.00
08/10/2016	42918	AP	Verizon Wireless	utilities	116.04
08/10/2016	42919	AP	The Village Plumber LLC	prof.svc.	1,500.46
08/10/2016	42920	AP	Xerox Corporation	lease/mtc	349.12
08/10/2016	42921	AP	Vandervest Electric Motor & Fab.LLC	repair/mtc.	1,000.00
08/12/2016	42922	AP	All Seasons Porta-Jons LLC	prof.svc.	72.00
08/12/2016	42923	AP	Barnes, Jilly	DDA reim.for corn stalks com.promo	200.00
08/12/2016	42924	AP	Cintas Corporation	prof. svc.	54.03
08/12/2016	42925	AP	Consumers Energy Co. Payment Center	utilities	12,848.69
08/12/2016	42926	AP	Evergreen Solutions LLC	marina supplies	154.00
08/12/2016	42927	AP	Lambright, Herman	pump fish cleaning station	400.00
08/12/2016	42928	AP	Ludington Truck Tops & Accessories	supplies	590.00

Check Date	Check	App Vendor Name	Description	Amount
08/12/2016	42929	AP North Woods Sign Shop LLC	signs at marina	128.00
08/12/2016	42930	AP Trace Analytical Laboratories, Inc.	analytical	562.20
08/12/2016	42931	AP WEX BANK	fuel	1,262.18
08/12/2016	42932	AP Charter Communications, Inc.	utilities	69.98
08/16/2016	42933	AP Baker, Doug	cell phone reimburs.	70.00
08/16/2016	42934	AP Charter Communications, Inc.	utilities	839.07
08/16/2016	42935	AP DTE Energy Company	utilities	463.64
08/16/2016	42936	AP Tarnowski, Nate	cell phone reimb.	70.00
08/16/2016	42937	AP Wilson, Gary	in lieu of insurance	50.00
08/18/2016	42938	PR void	void	0.00
08/18/2016	42939	PR void	void	0.00
08/23/2016	42940	PR Net payroll check	payroll	193.45
08/23/2016	42941	PR Net payroll check	payroll	527.90
08/31/2016	42942	PR POLICE OFFICERS ASSOCIATION	dues	220.00
08/31/2016	42943	PR TECH, PROF & OFFICE ASSOC OF MI	dues	75.00
08/31/2016	42944	PR UNITED WAY OF THE LAKESHORE	united way	56.00
08/30/2016	42945	PR Priority Health Insurance	insurance	7,638.83
			Total	<u>71,016.50</u>

10:31 AM
09/07/16

Pentwater Fire Department

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Sep 14, 16	Check	09/14/2016	2370	Consumers Energy	\$ (150.22)
	Check	09/14/2016	2371	Charter Communications	\$ (258.01)
	Check	09/14/2016	2364	Verizon Wireless	\$ (76.02)
	Check	09/14/2016	2365	Republic Services #240	\$ (361.94)
	Check	09/14/2016	2366	DTE Energy	\$ (33.10)
	Check	09/14/2016	2367	First Due	\$ (930.00)
	Check	09/14/2016	2368	Pentwater Convenience Center	\$ (232.25)
	Check	09/14/2016	2369	West Michigan International LLC	\$ (4,576.59)
Sep 14, 16				TOTAL	\$ (6,618.13)

The V.F.W. Post 6017 request to use our grill at our “Bingo Worker Party” at the Channel Lane Park that will be held on the 18th of September.

We expect to have around 30 people & would like to serve them at the same time.

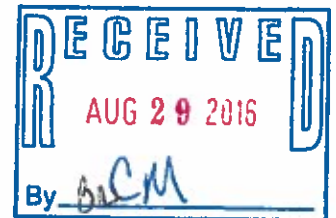
We would be happy to bring extra Dry Chemical fire extinguishers to the park.

AMEREX MODEL B402

Made in the U.S.A.

8.27.2016

CC Rob
CC Fire Chief
CC Police Chief
CC - Packet





MANAGERS REPORT

September 12, 2016

VILLAGE WATER SYSTEM

The Village is reviewing a Proposal/Contract with Dixon Engineering for professional services related to work needed on the water tower. The wet interior of the tank is in need of painting as well as some minor contractor safety issues should be addressed. At this time we are anticipating the bidding process this winter for work to begin in the spring of 2017.

PENTWATER MUNICIPAL MARINA

The application for the matching grant from the state has been submitted to the MDNR. Awaiting payment.

PROPOSED PROPERTY EXCHANGE WITH PENTWATER TOWNSHIP

Quit Claim Deeds have been executed between Pentwater Township and the Village for the property abutting the Tennis Courts at Wythe and Hancock Streets. The paperwork will be forwarded to Brian Monton for any required court filings.

VILLAGE SIDEWALKS

Letters have been sent to several home owners concerning sidewalks needing repairs. The village will participate with half the cost of repairs or replacement. Inspections will continue.

**Pentwater Police Department
Activity Report
August 2016**

Synopsis

August was a very busy month in the Village. We received 76 calls for service.

I will be unable to attend the September and October Council meetings, but as always I'm available to answer questions. I have a teaching commitment in Grand Rapids on those nights.

Activity Highlight

During the month of August the Department was tasked with two difficult civil situations which were successfully resolved. Additionally, the Department dealt with several medical assists as well as minor traffic accidents.

On 8-13-2016 Officers arrested a Illinois male for OWI following a traffic stop in near Wythe Street and Hancock Street. The suspect driver was pulled over after they narrowly missed hitting a parked car. The suspect was lodged at Oceana County Jail.

Ongoing Efforts

On September 15 at 7:00PM the fall VPAC meeting will be held at the Village Hall. On the agenda for discussion will be a review of the summer activity and the prohibition on skateboards in the downtown area.

Officers will be working on enforcing a clean-up order in the 300 block of Third Street later this month.

Respectfully submitted,
Chief Laude Hartrum

Pentwater Police Department – Activity Detail

Complaints	Totals
911 Hang Ups	2
Animal Complaint	1
Assists	15
Attempt to Locate	2

Car Deer	1
City Ordinance	3
Disturbance	1
Follow up	2
Found Property	1
Harassment	1
Hit and Run	1
Larceny	3
Lost Property	1
MDOP	1
Marine Patrol	1
Missing Person	1
Motor Assist	2
Property Damage Accidents	4
Reckless Driver	2
Stray / Barking Dog	7
Suspicious Situation	3
Traffic Stop	15
Traffic / Road Hazard	1
Well Being Check	4
Wires Down	1
Total	76

Tickets

Last month there were several parking tickets / warning ticket issued and;

Speeding	1
OWI	1
Passing in a no Passing Zone	1
Total	3



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



ZONING ADMINISTRATOR'S REPORT

August 2016

Zoning Permits issued:

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

- Responded to requests for information

Detail of Zoning Permits Issued:

Permit #	Date	Address	Parcel #	Owner	Project
ZP 19-16	8/17/16	898 Sands	044-560-087-50	Jeffries	New Home / Demolish Current Home
ZP 18-16	8/18/16	633 6th St	044-395-017-00	Nelson	Garage

Village of Pentwater
Services Committee Meeting Minutes
August 18, 2016

Members Present: Norm Shotwell, Jared Griffis and Don Palmer
Others present: Rob Allard, Village Manager, Andy Todd and Juanita Lamb, residents

Chairman Shotwell called the meeting to order at 1400.

Request for reduction in Village utility bill for Lakewood Mobile Home Park

Chairman Shotwell asked the Village Manager to provide a summary of the issue. The ordinance reference thought to be appropriate, water supply disconnect, was found not to apply. The issue was therefore centered on fairness to the customer and the Village.

A motion was made: Under the circumstances identified the Village grants to the customer, Lakewood Mobile Home Park, a \$10,000 credit to its utility bill to be made over the next 4 quarters at \$2,500 per quarter. The motion passed unanimously. The Village Manager will implement.

Request for a credit against sewer charges for 233 Sixth St.

The Village Manager provided a summary of the issue. After discussion, a motion was made: That the Village grant the \$32 credit to the customer's sewer bill on the next invoice. Motion passed unanimously.

.Letter from Mr & Mrs Holley regarding Solid Waste Collection

The Committee read the letter and agreed with the Village Manager that the Village President would respond.

Meeting Adjourned at 1445.
Respectfully,

Norman Shotwell, Chairman



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

Regular Meeting Minutes – August 17, 2016

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: Dan Hoekstra, Ron Christians, Mark Benner, Michelle Angell-Powell, & Kirstin McDonough

Absent: Paul Anderson & Bruce Koorndyk

Others Present: Sara Bizon, Zoning Administrator

APPROVAL OF AGENDA

Motion by Hoekstra second by Angell-Powell to approve the agenda as presented.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 **Motion carried.**

APPROVAL OF REGULAR MINUTES

Motion by Benner second by McDonough to approve the July 20, 2016 regular meeting minutes as amended.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 **Motion carried.**

PUBLIC COMMENTS ON AGENDA ITEMS

Mr. Albert Jeffries defers his comments until Section VI – New Business.

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator

Bizon provided the Commission with her July 2016 Monthly Reports. She reported that she did not issue any permits in July. She also noted that the seawall repairs are complete and she is preparing documents to send into the State for Reimbursement.

Hoekstra inquired as to the status of the Garrett house that had the fire and the Hilton house that needs to be cleaned up. Bizon reported that work on the Garrett house began today, and that if the Village would like to do more on the Hilton house that that is a long process and belongs at a Village Council level.

B. Zoning Board of Appeals

No meeting. No report.

OLD BUSINESS

A. Zoning Ordinance Sub-Committee Report

Bizon reported that the Township still has not scheduled any meetings and that they are currently working on updates that relate to the Township only. Hoekstra volunteered to talk to the Township.

NEW BUSINESS

A. Approval of New home for Albert Jeffries at 898 E. Sands (044-560-087-50)

Bizon presented the request from Albert Jeffries at 898 Sands to erect a new home where there is already a home, but he has agreed to remove the old house once an occupancy permit is issued. He needs to live in his current home while the new one is being built. Bizon reported that she has brought the issue to the Planning Commission for approval of a Zoning Permit because 2 primary uses cannot be on one parcel, therefore, she could not issue the permit.

Angell-Powell inquired as to when Mr. Jeffries expects to be done. He stated that he is buying a double wide off of the lot and hopes to be in by the end of November and that the Planning Commission will have to take his word that it will be demolished. Kenny Adams is going to do most of the work.

Hoekstra inquired as to whether he would have to hook up to water and sewer. Bizon informed the Commission that it is not available. The plans call for a new well and septic system.

Benner brought up the idea of whether this sets a precedence and if a surety bond should be required. Bizon stated that a bond should not be required because there are other legal remedies available if the home is not removed.

Angell-Powell stated that maybe six months after occupancy permit is issued would be good.

Motion by Angell-Powell, seconded by Benner to go forward with Bert's plan to have two there and that he will have six months from occupancy permit to tear down the other dwelling unless he comes to the Zoning Administrator with any changes in the future which we will discuss.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 **Motion carried.**

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS

A. Ongoing Discussion on Master Plan (if needed)

Hoekstra stated that it does us good to look at the plan periodically and make a notebook. He agreed that Benner had some good ideas. Hoekstra wants to meet and discuss as an ongoing thing, even without the Zoning Administrator there. Bizon stated that there is a notebook created. Christians concurred and asked how the Commission wants to do it. Hoekstra wants to have workshops this winter. Bizon reminded the Commission that they have to post notices per Open Meetings Act.

ADJOURNMENT

Motion by Hoekstra second by Angell-Powell to adjourn the meeting.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 **Motion carried.**

Christians adjourned the meeting at 7:27 p.m.

Respectfully Submitted,

Sara S. Bizon
Zoning Administrator

Date

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, August 10, 2016

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: Claudia Ressel-Hodan, Doug Osborn, Jack Witt, Juanita Pierman, Jilly Barnes, Chris Dunn, John Nagel, and Terry Valenzano.
Absent: Teri Lambrix, Matt Werner and Buz Graettinger.

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

Public Comments: None

Agenda:

Motion to approve agenda by Juanita Pierman, second by Terry Valenzano. Voice vote. All Ayes. Opposed: None. Motion carried.

Approve Minutes of June 8, 2016 Meeting:

Motion to approve the meeting minutes for June 8, 2016, by Juanita Pierman, second by Chris Dunn. Voice vote. All Ayes. Opposed: None. Motion carried.

COMMITTEE REPORTS

Treasurer's Report: Jack Witt distributed copies of the financial report. Discussion of invoices paid and submitted for ongoing and completed projects followed. Jack Witt questioned signing invoices from the clerk and said he needs more information regarding a June 1, 2016 invoice in the amount of \$531.00 for additional brackets from Display Sales. Claudia said as chair that she will review any invoice with the treasurer.

Motion by Juanita Pierman to approve the Treasurer's Financial Report as submitted, seconded by Terry Valenzano. Voice vote. All Ayes. Opposed: None. Motion carried.

Jilly Barnes turned in a receipt to get reimbursed for corn stalks she purchased that was approved last year.

Pierman commented that dredging was not done this year since the dredging company, MCM, was delayed in Ludington longer than expected.

Wi-Fi Update: Terry Valenzano said the outages reported were taken care of. Matt Werner was able to reboot the system manually. Matt Werner is the contact person. It was suggested the Village staff may also be contacted to reboot if necessary.

Bike Share: Claudia said baskets were stolen from the bikes and will not be replaced. One of the quick release seats was switched to a different bike. A new system using bike locks is in progress; painting the bikes pink and purchasing bikes with coaster brakes is also in the future plan. Claudia said the Blue Tooth trackers only work if the bikes are in town. Discussion followed.

Bike Stand Update: Claudia said the project came in under budget. The bike rack "Purposeful Art" is a great example of community coming together; the DDA working with the Arts Council, working with the Artisan Center and students from the school. The roll out will be August 22, 2016 at 7:00 PM in front of Art on The Town, 165 S. Hancock Street.

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, August 10, 2016

Pentwater Beautification

Halloween/Thanksgiving Decorations: Jilly is confirming a delivery date for the corn stalks to be delivered at a later date; after Labor Day weekend.

Christmas Decorations: Jilly said the poles will be decorated with the new Snowflakes and with the remaining budget plans to decorate the Fish Cleaning Station by the Marina. Jack Witt was also given permission to decorate the Fish Cleaning Station with lights and covering the picnic tables. Decorating ideas were discussed.

Tree Lighting Update: Claudia said new LED string lights would improve the looks on the Village Green. Allard said the tree will be cut in the spring. Discussion followed.

Motion by Chris Dunn to spend up to \$200 for new lights to improve the lights at the top of the Village Green, second by Doug Osborn. Roll call vote: All Ayes. Nays: None. Motion passed. Claudia will check with the Service Club for volunteers to install the lights.

Marketing Committee Report: Claudia said they will meet in the fall.

Electric Cars Charging Update: Juanita Pierman spoke with the City manager of Hart. He said that last summer it was used about twenty times and since they have their own power company there is no charge. Jilly said that Muskegon has some that are not being used and take up parking space. Chris Dunn said that Chevrolet is coming out with the Chevy Bolt. Doug Osborn spoke with Chief Hartrum about a possible location. Discussion followed.

NEW BUSINESS

Hancock Improvements: Claudia received comments from several business owners regarding improvements and suggested forming a committee for these projects. Doug Osborn suggested a water fountain at the top of the Green. Discussion followed. Claudia will chair the committee with: Jack Witt, Terry Valenzano, Doug Osborn and Rob Allard.

Juanita Pierman stated as a reminder the Sesquicentennial kick-off dinner: March 16, 2017. Janet Webber has created a logo for new banners. Claudia is making a video and requested recognizable pictures of the Village from the 1930's through the 60's. Discussion followed.

Public Comments: None

Adjournment: There being no further business, motion by Jilly Barnes, seconded by Terry Valenzano to adjourn. The meeting was adjourned at 9:30 AM.

The next scheduled DDA Meeting is October 12, 2016, at 8:30 AM in the Community Room.

Respectfully submitted,

Barbara Siok
Deputy Clerk/Treasurer

Date

Village of Pentwater
Budget Amendment #1 2016-2017
and approve spending (as budgeted).
 Sept 12, 2016 Regular Council Meeting

1. Proposed spending \$10,000 to be paid into the OPEB trust.

2. Proposed Budget Amendment (if needed).

Water and Sewer customer to receive \$10,000 Lakewood Mobile Home Park customer credit to be paid over 4 quarters. 3 Quarters: Oct 1, Jan 1st and April 1st (this fiscal year). 4th customer credit of \$2,500 will be in the 2017-2018 budget.

Reduced Revenue & Expense	2016-2017 Original Budget	Proposed Budget Amendment	2016-2017 Amended Budget
Fund 590 - Sewer Fund	477,000	(4,800)	472,200
Fund 591 - Water Fund	301,500	(2,700)	298,800
		<u>(7,500)</u>	