

# ***Village of Pentwater***

327 S Hancock St., PO Box 622 Pentwater, Michigan 49449  
(231) 869-8301 Website: [www.pentwatervillage.org](http://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 30<sup>th</sup>, 2017 (excluding Aug9<sup>th</sup>).

*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](http://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 5<sup>th</sup> 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 14<sup>th</sup>. 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., 6<sup>th</sup> 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](http://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,

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Colleen Moser, Clerk/Treasurer

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Date