

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 December 11, 2017

President Hodges led with the Pledge of Allegiance.

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

Roll Call - Present: Pam Burdick, Peter Dunlap, Jared Griffis, Dan Nugent, Don Palmer, Michelle Angell-Powell and Jeff Hodges. Absent: None.

Also, present: Village Manager Chris Brown, Clerk/Treasurer Rande Listerman, Fire Chief Terri Cluchey, and Village Attorney Brian Monton.

President Hodges wished the Council Members, Staff and the Public Merry Christmas.

Public Comments (not on the agenda) - None

Approval of the Agenda. President Hodges requested an amendment to add under New Business; Item 9; Movies on the Green. *Motion* by Palmer, supported by Griffis to approve the agenda as amended
Voice vote. AYES: 7 NAYS: 0. Amended agenda approved.

Public Comments (on the Agenda) - None

Consent Agenda. Approval, of village council regular meeting minutes, from November 13, 2017. The total of the regular Village Disbursements approval of \$330,184.34 and Payroll Disbursements of \$29,213.54. Fire Department Disbursements approval of \$3,485.55.

Requests for Village Property use:

None

Motion by Griffis, second by Palmer to approve the consent agenda items.

Roll call vote. AYES: 7 NAYS: 0. Consent agenda items approved.

Announcements:

- 1. 2016/2017 Audit Review** – Ken Berthiaume addressed Council regarding the 2016/2017 Audit. He apologized for not addressing Council sooner, there was a snafu with the dates with Colleen Moser. Mr. Berthiaume stated the year end A/P journal entries are on the high side. He would like to see those reduced and felt Treasurer Listerman was aware and will make the change moving forward. The SOM is reimbursing the local unit for the cost of the 2017 Act 51 Compliance Audit. The local needs to request the refund from Treasury. Discussion was held regarding the MERS

and OPED Liabilities and setting aside additional funds to apply to those retirement accounts to address the Village's Liability.

- 2. Street Improvement Plan:** See Punch List report from Fleis & VandenBrink. The 2018 Phase is in the design stage. The plan is to send it out to bid in mid-January with a bid opening in early February. *Motion* by Palmer, second by Angell-Powell to approve Fleis-VandenBrink, assistance on applying for the Complete Street Grant not to exceed \$2000. Roll call vote. AYES: 7 Nays: 0. Motion approved

VILLAGE DEPARTMENT REPORTS

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

Village Manager – Report Submitted in writing.

Treasurer – Report Submitted in writing

Police Chief – Report Submitted in writing.

Marina Manager – No Report Submitted.

Fire Chief – (0) Fire Calls in November, (17) Medical Calls, February is the Election and the department will be voting for a new Fire Chief. Council thanked Chief Cluchey for his service to the community. Council asks if there is room for Village/Township representation on the Fire Board?

Zoning Administrator – Report Submitted in writing

COMMITTEE REPORTS

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

Building and Grounds Committee – The Ad-Hock Committee in coordination with the Township met to discuss the future use/repair of 327 South Hancock. The committee will be holding meetings to seek public opinion. If anyone would like to serve on the committee contact Michelle Angell-Powell.

Finance Committee - No meeting, no report

Ordinance Committee - No meeting, no report.

Personnel Committee - No meeting, no report.

Promotions Committee - No meeting, no report.

Services Committee- see minutes.

Motion by Palmer, second by Dunlap to have the Village Manager and the Clerk/Treasurer approve payment arrangements with any delinquent Water Sewer customers. Voice vote. AYES: 7 NAYS: 0.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission - See meeting minutes. Next meeting is December 20 @ 7P.M. Public Hearing regarding reducing the ZBA from 7 to 5, to approve the 2018 meeting schedule, and a Zoning Amendment plus a Special Land Use.

ZBA- No meeting, no report.

DDA – Report submitted in writing

UNFINISHED BUSINESS

1. 2017 Audit Review

Motion by Griffis, second by Burdick to approve the 2016/2017 Audit report from Ken Berthiaume. Voice vote. AYES: 7 NAYS: 0. Motion approved.

2. Water Tower – Dixon Engineering Final Payment

Motion by Palmer, second by Griffis to approve the payment to Dixon Engineering in the amount of \$78,000. Roll Call vote. AYES: 7 NAYS: 0. Motion approved.

NEW BUSINESS

1. American Tower Contract

Motion by Palmer, second by Dunlap to table the American Tower contract.

2. Review of the General Ledger

Motion by Palmer, second by Burdick to approve the engagement letter from Gabridge & Co. for a review of the 2017 General Ledgers in the amount of \$3200.
Voice vote. AYES: 7 NAYS: 0. Motion approved.

3. Planning Commission Appointment – Bruce Koorndyk

Motion by Nugent, second by Griffis to approve the appointment of Bruce Koorndyk to the Planning Commission for a term of 3 years ending on July 10, 2020.
Voice vote. AYES: 7 NAYS: 0. Motion approved.

4. 2018 Open Meetings Act Resolution

Motion by Palmer, second by Angell-Powell to approve 2018 Open Meeting Act Resolution 2017-12-19
Voice vote. AYES: 7 NAYS: 0. Motion approved.

5. MDOT Performance Resolution –

Motion by Palmer, second by Angell/Powell to approve the MDOT Performance Resolution 2017-12-20.
Voice vote. AYES: 7 NAYS: 0. Motion approved.

6. Golf Cart Resolution

Motion by Palmer, second by Griffis to approve Golf Cart Resolution 2017-12-21 for the year 2018 only.

Voice vote. AYES: 7 NAYS: 0. Motion approved.

7. Re-Development Ready Community

Motion by Palmer, second by Nugent to approve the Re-Development Ready Community Resolution 2017-12-21.

Voice vote. AYES: 7 NAYS: 0. Motion approved.

8. Title VI Approval

Motion by Angel-Powell, second by Nugent to approve the Title VI Plan Resolution 12-12-22.

Voice vote. AYES: 7 NAYS: 0. Motion approved.

9. Movies on the Green

Motion by Angel-Powell, second by Burdick to approve the “2018 Movies on the Green” for 11 Sunday nights beginning in May.

Voice vote. AYES: 7 NAYS: 0. Motion approved

Adjournment - Hodges asked for a motion to adjourn. *Motion* by Palmer, second by Griffis.

Voice vote. AYES: 7 NAYS: 0.

President Hodges adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Rande Listerman, MiCPT, CPFA, CPFIM
Clerk/Treasurer

Date